

Tetra Tech, Inc

Bid Contact **Betty Kamra**
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Address **2301 Lucien Way, Suite 120**
Maitland, FL 32751

Bid Notes **PROPOSAL ATTACHED TO LINE ITEM A1**

Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch.	Docs
AD-18-04--01-01	SCHEDULE 1 LABOR: A1) Project Manager	Supplier Product Code: Supplier Notes: PROPOSAL ATTACHED	First Offer - \$79.00	1 / hour	\$79.00	Y Y
AD-18-04--01-02	SCHEDULE 1 LABOR: A2) Field Supervisor	Supplier Product Code:	First Offer - \$42.00	1 / hour	\$42.00	Y
AD-18-04--01-03	SCHEDULE 1 LABOR: A3) Field Monitor	Supplier Product Code:	First Offer - \$34.00	1 / hour	\$34.00	Y
AD-18-04--01-04	SCHEDULE 1 LABOR: A4) TDMS and Drop-Off Site Monitors	Supplier Product Code:	First Offer - \$34.00	1 / hour	\$34.00	Y
AD-18-04--01-05	SCHEDULE 1 LABOR: A5) Debris Site Security	Supplier Product Code:	First Offer - \$30.00	1 / hour	\$30.00	Y
AD-18-04--01-06	SCHEDULE 1 LABOR: A6) Data Manager	Supplier Product Code:	First Offer - \$55.00	1 / hour	\$55.00	Y
AD-18-04--01-07	SCHEDULE 1 LABOR: A7) Data Support Personnel	Supplier Product Code:	First Offer - \$45.00	1 / hour	\$45.00	Y
AD-18-04--01-08	SCHEDULE 1 LABOR: A8) GIS Specialist	Supplier Product Code:	First Offer - \$55.00	1 / hour	\$55.00	Y
AD-18-04--01-09	SCHEDULE 1 LABOR: A9) Grant Management Consultant	Supplier Product Code:	First Offer - \$110.00	1 / hour	\$110.00	Y
AD-18-04--01-10	SCHEDULE 1 LABOR: A10) Quality Assurance /	Supplier Product Code:	First Offer - \$65.00	1 / hour	\$65.00	Y

Quality Control
Manager

AD-18-04--01-11	SCHEDULE 1 LABOR: A11) Grant Management Specialist	Supplier Product Code:	First Offer - \$90.00	1 / hour	\$90.00	Y
AD-18-04--01-12	SCHEDULE 1 LABOR: PLEASE SUBMIT ANY ADDITIONAL ITEMS AS A SEPARATE ATTACHMENT TO YOUR SUBMITTAL	Supplier Product Code:	First Offer -	1 / hour		Y
Lot Total					\$639.00	
Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch.	Docs
AD-18-04--02-01	SCHEDULE 2 OTHER SERVICES: B1) Aerial Photo	Supplier Product Code:	First Offer - \$100.00	1 / each	\$100.00	Y
AD-18-04--02-02	SCHEDULE 2 OTHER SERVICES: B2) Aerial Photo Package	Supplier Product Code:	First Offer - \$180.00	1 / each	\$180.00	Y
AD-18-04--02-03	SCHEDULE 2 OTHER SERVICES: B3) Photograph Copies	Supplier Product Code:	First Offer - \$0.00	1 / each	\$0.00	Y
AD-18-04--02-04	SCHEDULE 2 OTHER SERVICES: B4) Additional Photographs	Supplier Product Code:	First Offer - \$10.00	1 / each	\$10.00	Y
AD-18-04--02-05	SCHEDULE 2 OTHER SERVICES: B5) Additional Location	Supplier Product Code:	First Offer - \$20.00	1 / each	\$20.00	Y
AD-18-04--02-06	SCHEDULE 2 OTHER SERVICES: PLEASE SUBMIT ANY ADDITIONAL ITEMS AS A SEPARATE ATTACHMENT TO YOUR SUBMITTAL	Supplier Product Code:	First Offer -	1 / each		Y
Lot Total					\$310.00	
Supplier Total					\$949.00	

Tetra Tech, Inc

Item: **SCHEDULE 1 LABOR:A1) Project Manager**

Attachments

Tetra Tech_RFP AD-18-04_Disaster Debris Monitoring and Financial Recovery Assistance.pdf

City of
Pembroke Pines,
Florida



Disaster/Debris Monitoring Services and Financial
Recovery Assistance - RFP # AD-18-04

Proposal | May 2018

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Cover Page

Disaster/Debris Monitoring Services and Financial Recovery Assistance – Request for Proposals # AD-18-04

May 29, 2018

PRESENTED TO

City of Pembroke Pines, Florida

Submitted Electronically on BidSync.com

PRESENTED BY

Tetra Tech, Inc.

2301 Lucien Way
Suite 120
Maitland, FL 32751

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tetratech.com

For technical questions, please contact:

Ms. Anne Cabrera – Deputy Director, Post Disaster Services
Phone: (954) 559-4951 | Email: anne.cabrera@tetratech.com

For contractual questions, please contact:

Ms. Betty Kamara – Contracts Administrator
Phone: (407) 803-2551 | Email: betty.kamara@tetratech.com

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Tab 2 – Letter of Interest



Submitted Electronically

May 29, 2018

Subject: **Disaster Debris Monitoring Services and Financial Recovery Assistance**

Dear Members of the Evaluation Committee:

Tetra Tech, Inc. (Tetra Tech) is pleased to submit the enclosed proposal to continue to serve as the City of Pembroke Pines' (City) debris monitoring and financial recovery services provider. Our team of disaster recovery experts offers a unique integration of mitigation, emergency preparedness and planning, and disaster response and recovery management services, providing end-to-end solutions for the City. Our team is a recognized leader in disaster response and recovery and is well suited to assist the City for the following reasons:

- **Knowledge of and Experience with Pembroke Pines.** Since 2005, Tetra tech has held the City of Pembroke Pines contract for disaster debris monitoring services, which allows our team to provide an efficient and cost-effective disaster recovery clean-up with no learning curve. Following Hurricane Wilma, the Tetra Tech team successfully managed the City's disaster recovery operations and monitored the collection and removal of over 900,000 CYs of debris. Most recently, our firm managed the City's debris removal monitoring program following Hurricane Irma, which resulted in over 220,000 Cubic Yards of debris.

Through this past experience with the City, Tetra Tech understands and is able to anticipate the City's post-disaster recovery concerns. Most importantly, we have knowledge of and have developed unique operational protocols designed to expedite the City's post-event recovery—*this level of expertise only comes with having worked with the City extensively over the past decade.*

- **Extensive Experience Throughout the State of Florida.** Since 2004, our team has monitored collection and removal of over *60 million CY of debris in Florida.* Our team has assisted numerous communities in Florida with response and recovery efforts after Hurricanes Charley, Frances, Jeanne, Ivan, Dennis, Katrina, Wilma, Matthew, and most recently, Irma. In addition, our team has assisted communities after a variety of other disasters, including tropical storms, tornadoes, fires, and floods. Tetra Tech is proud of our experience in Florida and is committed to successfully managing all phases of debris monitoring for our clients after a debris-generating event. Additionally, with 24 offices throughout Florida, Tetra Tech is available to the City before, during, and after a disaster.
- **Nationally Recognized Leader in Disaster Recovery.** Our team has successfully assisted *over 300 local and state government clients across the nation* with planning for and recovering from natural and human-caused disasters and has extensive experience successfully managing multiple disaster response and recovery operations across the United States simultaneously. Our team has overseen and managed the recovery of *over 100 million cubic yards (CYs) of debris*, resulting in excess of *\$6 billion in reimbursable costs* to our clients. We have served as the ground-zero debris monitoring consultant for many clients affected by our nation's most catastrophic natural disasters, including the County of Galveston, Texas (Hurricane Ike); Bastrop County, Texas (Wildfires); the States of North Carolina and Virginia (Hurricane Irene); the State of New Jersey (Hurricane Sandy); and Boulder County, Colorado (Flooding).
- **Familiar Project Management Team.** To provide the City with the most experienced management team assigned to its disaster management mission, we have assembled a team of nationally recognized experts in the field of response and recovery. *Leading the team is Mr. Jonathan Burgiel, 30-year veteran of the industry who has established a long-standing relationship with the City.* Over the years, Mr. Burgiel has worked with Pembroke Pines to provide senior management for City projects after Hurricanes Wilma and Irma, and has been a technical resource for the City in times of calm weather. For three decades, Mr. Burgiel has helped communities throughout Florida and the nation with preparing for and responding to hurricanes and other natural disasters. Mr. Burgiel is considered one of the nation's leading experts in disaster debris monitoring and Federal Emergency Management Agency (FEMA) reimbursement. Additionally, *our*

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proposed Client Liaison, Ms. Kerri O'Dell, has had extensive knowledge and experience with Pembroke Pines, having recently served as senior regional manager for the City's debris monitoring program following Hurricane Irma.

- **RecoveryTrac™ Automated Debris Management System (ADMS) Technology.** RecoveryTrac™ allows our staff to monitor and manage a recovery effort electronically, increasing productivity while decreasing fraud, human error, and cost to the City. RecoveryTrac™ will give the City real-time debris collection tracking that provides accurate and timely reporting to City stakeholders. RecoveryTrac™ was designed to provide real-time data on missed pickups, damage caused by debris haulers, waypoints for every pile of debris picked up, and street-level pass maps, which will meet the unique data needs of the City. *RecoveryTrac™ is one of only three systems validated by the U.S. Army Corps of Engineers (USACE), and is the ADMS preferred by the USACE debris contractors, providing ADMS services to 6 of 8 USACE districts globally.*
- **FEMA Reimbursement Experts.** Tetra Tech maintains a staff of reimbursement experts who have recovered millions of dollars of eligible FEMA Public Assistance reimbursement costs incurred by our clients. A key member of our team is **Mr. Dick Hainje**, former regional administrator of FEMA Region VII. As regional administrator of Region VII, Mr. Hainje led Region VII through 60 presidentially declared disasters in Kansas, Iowa, Nebraska, and Missouri and assisted Region IV with the 2004 Florida hurricane FEMA response. Another vital member of the Tetra Tech team is **Mr. Donald Kunish**, a Certified Emergency Manager with 16 years of experience who is local to Florida. As the former Deputy Bureau Chief for the Florida Division of Emergency Management, he was responsible for managing Florida's Hazard Mitigation Planning and Grant Programs, Statewide Emergency Management All-hazards Planning, and Training and Exercise Programs.

Tetra Tech would be honored to serve as the City's debris monitoring and financial recovery services provider. We are fully prepared to continue providing the high quality service the City expects. We confirm our ability to perform the services requested in the City's RFP for the prices submitted with this proposal. For questions regarding this response, please contact one of the technical representatives listed below.

Technical representatives:

Ms. Anne Cabrera

2301 Lucien Way, Suite 120, Maitland, FL 32751

Phone: (954) 559-4951

Email: anne.cabrera@tetrattech.com

Contractual representative:

Ms. Betty Kamara

2301 Lucien Way, Suite 120, Maitland, FL 32751

Phone: (407) 803-2551

Email: betty.kamara@tetrattech.com

Sincerely,

Tetra Tech, Inc.



Jonathan Burgiel

Business Unit President – Tetra Tech Disaster Recovery (TDR Division)

Tab 3 – Qualifications & Experience

Qualifications and Experience

Description and History of the Firm

Tetra Tech, Inc., (Tetra Tech) is a leading provider of consulting, engineering, and technical services worldwide. Founded in 1966, Tetra Tech is one of the leading firms in the nation in the field of disaster management and homeland security, with millions of dollars in revenue coming from contracts in such diverse areas as infrastructure hardening and protection; disaster recovery; emergency management, planning, and preparedness; community resilience; and grant management. Tetra Tech supports government and commercial clients by providing innovative solutions to complex problems focused on water, environment, energy, infrastructure, and natural resources. With 16,000 employees worldwide, Tetra Tech's capabilities span the entire project life cycle.

In 2017, Tetra Tech simultaneously deployed in Texas, Florida, Puerto Rico, and the Virgin Islands in response to three hurricanes (Harvey, Irma, and Maria), representing more than 100 government clients.

Dedicated to helping state and local governments plan for and recover from natural and human-caused disasters, our staff members offer a field-tested and proven methodology for emergency readiness, continuity planning, and disaster recovery. ***Our team is recognized for its ability to quickly respond to a broad range of emergencies, allowing our clients to return to the business of running their day-to-day operations.***

Likewise, our team's understanding of the Federal Emergency Management Agency (FEMA), the Federal Highway Administration (FHWA) (including recent changes), and other reimbursement agencies' requirements for eligibility, documentation, and reimbursement helps clients receive the maximum reimbursement allowed. ***Our team has obtained over \$6 billion in reimbursement funds for our clients*** from federal agencies such as FEMA, FHWA, and the Natural Resources Conservation Service (NRCS). In total, our team has successfully managed the removal of and reimbursement for over ***103 million cubic yards (CYs) of debris*** as well as the ***demolition of over 12,500 uninhabitable residential and commercial structures.***

Within our proposal, we demonstrate that:

- We are duly qualified to perform the scope of work outlined in the City of Pembroke Pines' request for proposal, as evidenced by our staff's extensive qualifications for many of the nation's most catastrophic disasters and our team's previous experience with disaster recovery in Florida over the past 14 years.
- We are committed to providing the City with skilled resources within the time frames specified by the City as evidenced by the depth of experience of our senior management team and project management team
- We offer a proven and successful technical and management approach that has been refined in disaster activations across the United States, including 23 projects with over 1 million CYs of debris, as evidenced by our team's detailed scope of work and significant work history in the disaster response marketplace and within the City of Pembroke Pines.
- The backbone of our disaster debris recovery program is our senior management team's foundation in the solid waste industry. For nearly 15 years, Mr. Jonathan Burgiel, a 30+-year industry veteran, has worked with a team of highly skilled professionals to design and develop a proven approach that has been battle-tested and refined over 55 activations across the United States.
- As a global engineering firm with over 2.6 billion in annual revenues, we have the financial resources and cash flow to support a large, long-term recovery effort.



- We offer detailed reporting, real-time debris collection tracking, and mapping capabilities that are driven by our RecoveryTrac™ automated debris management system (ADMS) technology, which allows our staff to monitor and manage a recovery effort electronically in addition to increasing productivity while decreasing fraud, human error, and cost to the City.

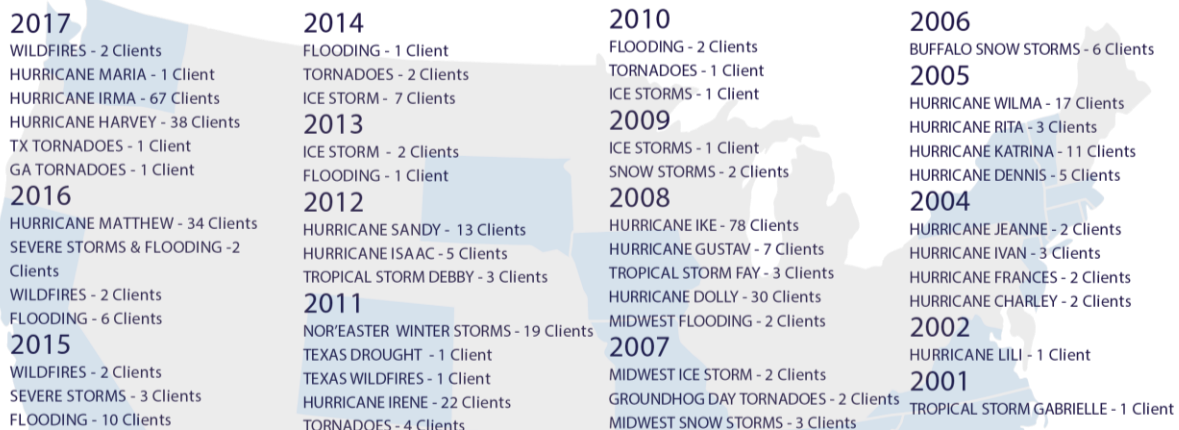
Knowledge and Expertise in Debris Management

Recent Debris Monitoring Experience

Our team has vast experience providing disaster management, recovery, and consulting services to state and local government agencies. Our approach includes partnering with our clients to establish and test the necessary plans and procedures before a disaster strikes and assisting with disaster response and recovery operations as well as post-disaster grant management. Exhibit 3-1 provides an abbreviated experience matrix for projects conducted since 2001. *Profiles and references from specific projects are featured later in this section. Tetra Tech can provide additional projects and information upon request.*

Exhibit 3-1: Experience Matrix (2001–2018)

58 EVENTS 2001 - 2018



320 COMMUNITIES IN 24 STATES & 1 US TERRITORY



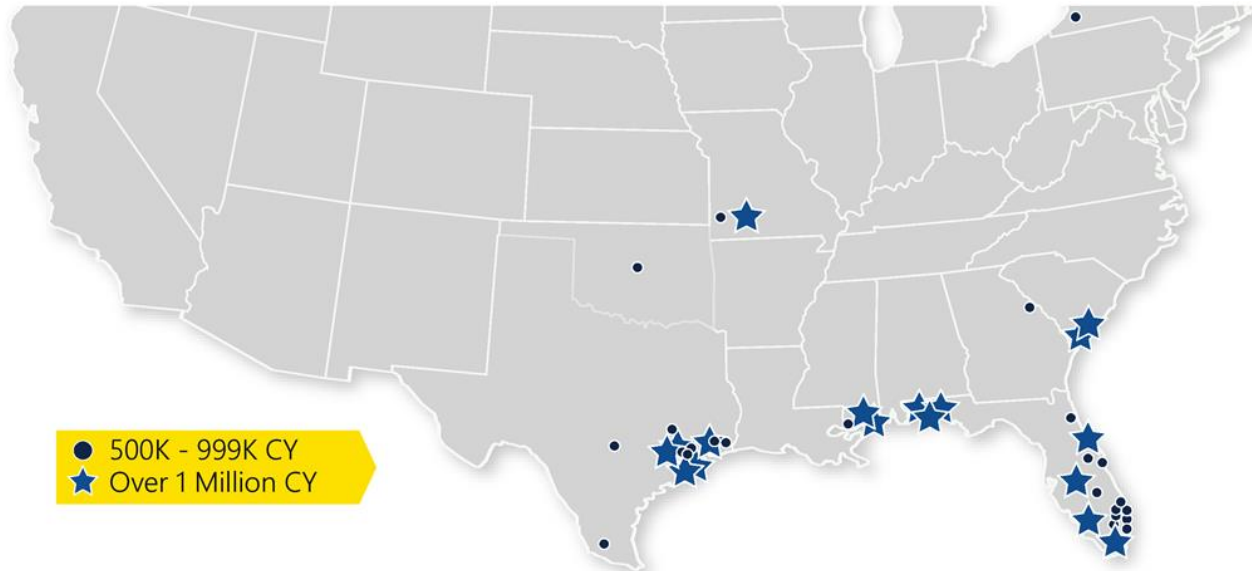
94,073,331 TOTAL CUBIC YARDS OF DEBRIS
6,399,127 TOTAL CUBIC YARDS OF DEBRIS
361,402 TOTAL CUBIC YARDS OF DEBRIS
207,250 TOTAL CUBIC YARDS OF DEBRIS
548,895 TOTAL CUBIC YARDS OF DEBRIS
1,300,000 TOTAL CUBIC YARDS OF DEBRIS

21 HURRICANES
9 SNOW/ICE WINTER STORMS
4 TORNADOES
4 TROPICAL STORMS
8 FLOODS
9 WILDFIRES/DROUGHTS

Large-Scale Debris Monitoring Experience

Tetra Tech takes great pride in the reliability of our service. Clients count on us to respond in their time of need, and we deliver. Our team has never failed to respond to our clients' deployment and mobilization needs, regardless of location or type of disaster. Our services under these engagements included environmental permitting, debris management sites (TDMS) monitoring, contractor invoice reconciliation, and federal grant reimbursement support.

Exhibit 3-2: Large Project Experience



Summary of Projects Over 1 Million (M) Cubic Yards



5.46M

Houston, TX
Hurricane Ike, '08



5.38M
1.38M

Escambia County &
Pensacola, FL
Hurricane Ivan, '04



3.49M

Collier County, FL
Hurricane Irma, '17



3.28M

Miami-Dade County, FL
Hurricane Irma, '17



2.89M

Gulfport, MS
Hurricane Katrina, '05



2.69M

Bolivar Peninsula, TX
Hurricane Ike, '08



2.57M

Miami-Dade County, FL
Hurricane Wilma, '05



2.49M

Harrison County, MS
Hurricane Katrina, '05



2.39M

Harris County, TX
Hurricane Ike, '08



2.18M

Hilton Head Island, SC
Hurricane Matthew, '16



2.03M

Houston, TX
Hurricane Harvey, '17



1.81M

Galveston, TX
Hurricane Ike, '08



1.71M

Polk County, FL
Hurricane Irma, '17



1.70M

Santa Rosa County, FL
Hurricane Dennis, '05



1.60M

Beaufort County, SC
Hurricane Matthew, '16



1.59M

Escambia County, FL
Hurricane Dennis, '05



1.48M

Jefferson County, TX
Hurricane Rita, '05



1.44M

Springfield, MO
Snowstorms, '07



1.29M

Harris County, TX
Hurricane Harvey, '17



1.05M

Volusia County, FL
Hurricane Matthew, '16

Photo Source | FEMA.gov

Florida Debris Monitoring Experience

Our team has assisted numerous communities in Florida with response and recovery efforts following Hurricanes Charley, Frances, Jeanne, Ivan, Dennis, Katrina, Wilma, and most recently Matthew and Irma. The list below summarizes our team's past debris monitoring experience in the State of Florida.

Hurricane Charley (2004)

Total Cubic Yards (CY) of Debris – 1,652,200 | 2 Clients

Lake County | 616,700 CY

City of Orlando | 1,035,500 CY

Hurricane Frances (2004)

Total CY of Debris – 500,000 | 2 Clients

City of Boca Raton | 200,000 CY

City of Orlando | 300,000 CY

Hurricane Ivan (2004)

Total CY of Debris – 7,475,554 | 3 Clients

Escambia County | 5,385,084 CY

Florida Department of Transportation | 708,800 CY

City of Pensacola | 1,381,670 CY

Hurricane Jeanne (2004)

Total CY of Debris – 350,000 CY | 2 Clients

Lake County | 100,000 CY

City of Orlando | 250,000 CY

Hurricane Dennis (2005)

Total CY of Debris – 3,917,267 | 5 Clients

Escambia County | 1,589,182 CY

Monroe County | 200,000 CY

City of Pensacola | 400,000 CY

Santa Rosa County | 1,708,085 CY

Hurricane Katrina (2005)

Total CY of Debris – 9,942,000 | 11 Clients | Representative Clients:

City of Fort Lauderdale | 400,000 CY

City of Hollywood | 360,000 CY

Miami-Dade County | 2,500,000 CY

Monroe County | 200,000 CY

City of Plantation | 450,000 CY

Hurricane Rita (2005)

Total CY of Debris – 4,810,000 | 3 Clients | Representative Clients:

Monroe County | 200,000 CY

Hurricane Wilma (2005)

Total CY of Debris – 8,914,000 | 17 Clients | Representative Clients:

City of Boca Raton | 646,000 CY

City of Fort Lauderdale | 901,000 CY

Miami-Dade County | 3,000,000 CY

City of Pembroke Pines | 930,000 CY

City of Plantation | 811,000 CY

Groundhog Day Tornadoes (2007)

Total CY of Debris – 281,000 | 2 Clients

Lake County | 144,000 CY

Volusia County | 137,000 CY

Tropical Storm Fay (2008)

Total CY of Debris – 50,000 | 3 Clients | Representative Clients:

St. Johns County | 30,000 CY

Leon County | 20,000 CY

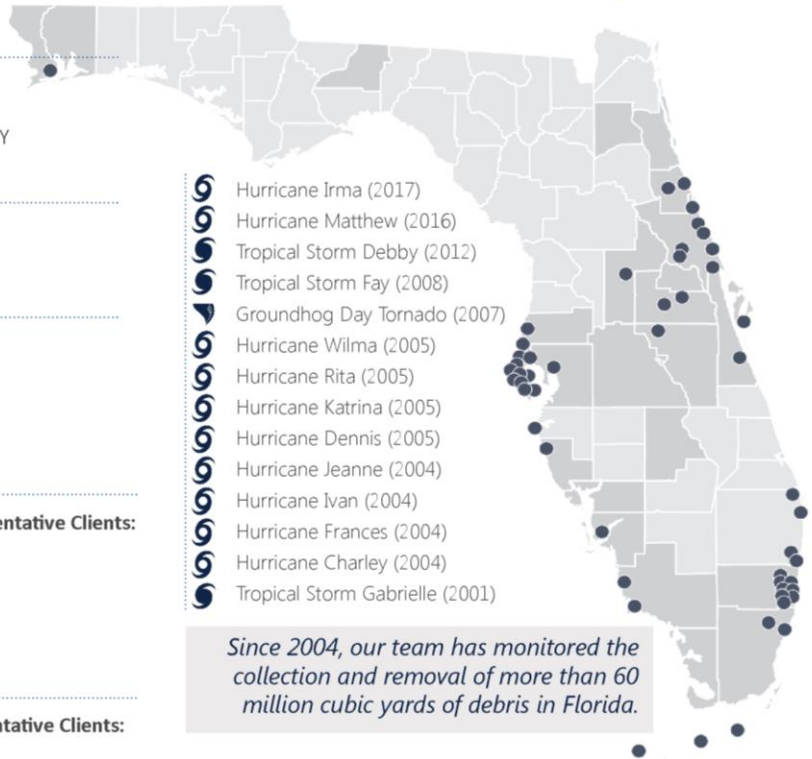
Tropical Storm Debby (2012)

Total CY of Debris – 7,253 | 3 Clients | Representative Clients:

Clay County | 3,777 CY

Pasco County | 2,583 CY

Florida Debris Monitoring Projects by disaster



Hurricane Matthew (2016)

Total CY of Debris – 2,738,106 | 14 Clients | Representative Clients:

Brevard County | 820,779 CY

Flagler County | 129,687 CY

City of Holly Hill | 137,094 CY

City of New Smyrna Beach | 203,981 CY

City of Port Orange | 428,244 CY

St. Johns County | 712,705 CY

Volusia County | 1,058,334 CY

Hurricane Irma (2017)

Total CY of Debris – 18,773,000 | 59 Clients | Representative Clients:

City of Cape Coral | 363,207 CY

Collier County | 3,122,681 CY

Highlands County | 891,782 CY

City of Hollywood | 335,368 CY

City of Miami | 540,305 CY

Miami-Dade County | 3,559,582 CY

Monroe County | 1,075,134 CY

Polk County | 2,237,547 CY

Seminole County | 821,470 CY

Experience Coordinating with Federal, State, and Local Funding Sources and Reimbursement Processes

Throughout the course of the hundreds of debris management and grant management projects that our staff has administered for state and local governments across the United States, our team has developed a unique understanding of the FEMA organization and other regulatory agencies' policies and procedures. Our team maintains strong relationships with many of the lead federal coordinating officers, debris specialists, Public Assistance (PA) coordinators and officers, and other staff. Our team also understands the duties and responsibilities of emergency management personnel at the state and local level, which helps us build strong relationships. Our team has worked with hundreds of local government emergency management agencies and dozens of state emergency management organizations following disaster debris-generating events.

Our team has worked closely with FEMA and FHWA staff in the determination of debris eligibility, data requirements, project worksheet/detailed damage inspection report development, auditing of documentation, and reimbursement requirements.

This includes providing step-by-step assistance to clients throughout the FEMA reimbursement process.

To maximize PA funding for our clients, our staff members maintain a working relationship with FEMA at the headquarters, regional, and local levels. Constant communication and regular interface with FEMA allows our team to obtain quick responses on disaster-specific guidance and issues.

Moreover, Tetra Tech maintains a full-time staff to assist our clients in obtaining reimbursement. **Mr. Dick Hainje**, former regional administrator of FEMA Region VII, has been responsible for deploying and managing over 2,000 emergency management employees following disasters and created a long-term community recovery process for FEMA Region VII. Mr. Hainje has assisted our clients with navigating the reimbursement process and obtaining clarification on FEMA policies. Mr. Hainje also led the response, recovery, and mitigation for the historic 2008 Midwest flooding event, where he was the regional administrator in charge of over 1,000 FEMA employees deployed to this event.

Additionally, our data management and document storage procedures are tailored to facilitate FEMA review of the generation of project worksheet versions throughout the project. ***Our FEMA appeals and funding specialists have worked with FEMA closeout officers to obtain millions of previously deobligated dollars for communities.***

In the field, our operations managers and field supervisors fully understand FEMA rules and regulations for hand-loaded vehicles; stump, limb, and tree removal at unit rates; volumetric load calls at temporary disposal site locations; and right-of-way (ROW) debris removal eligibility. This allows us to monitor contracts to the smallest detail while concurrently managing and documenting the operation using proven methodologies that maximize FEMA reimbursement. ***Our understanding of reimbursement agencies' requirements for eligibility, documentation, and reimbursement has helped our clients obtain over \$6 billion in reimbursement funds from federal agencies such as FEMA, FHWA, and the NRCS.***

WHAT DO OUR CLIENTS SAY?

"Your team assisted us with FEMA PA Grant Program application and administration, FHWA ER technical assistance, FEMA HMGP grant application, and HUD CDBG-DR project identification, technical assistance, and application development representing a combined estimated \$280 million in federal grants—the largest grant application in Boulder County's history.

Boulder County has been very pleased by the work of your team and would absolutely recommend them to any other state or local government agency in the aftermath of a disaster."

Michelle Krezek, Commissioners' Deputy
Boulder County, Colorado

Disaster Recovery Program Management Services

As a result of our successful performance on past projects, our team has become a national leader in providing management and support documentation for the following:

- Emergency road clearance
- Curbside debris collection
- Operation of citizen drop-off sites
- Demolition of uninhabitable structures
- Data management and invoice reconciliation
- Execution of private property debris removal (PPDR) programs
- Oversight of debris management sites (TDMS)
- Final debris disposal at a landfill or other end use
- Conflict and damage resolution
- Truck certification
- Right-of-entry (ROE) administration

Right-of-Way Debris Removal

Our team has assisted 52 clients across the state following numerous disasters monitor right-of-way debris removal and disposal of vegetative and construction and demolition (C&D) debris. Each project required our team to coordinate closely with state and federal partners including FEMA Region VI, U.S. Environmental Protection Agency (EPA) Region IV, NRCS, and U.S. Fish and Wildlife.

Special Programs Management

Our team is experienced with all facets of the debris removal monitoring industry, including special disaster recovery program management services. Some examples of special programs our team has managed and administered include the following:

- Animal carcass removal and disposal
- Asbestos abatement
- Beach remediation/restoration
- Construction and demolition debris
- Creosote piling
- Disposal site management
- Drainage and canal debris removal
- E-wastes
- Food waste removal
- Hazardous waste debris removal
- Leaner, hanger, and stump removal
- Marine/waterway debris removal
- Private property demolition/debris removal
- Nuisance abatement ordinance administration
- Saltwater killed tree removal
- Subsurface storm drain debris removal
- Vessel and vehicle recovery
- Wetland and parkland debris
- White goods debris removal
- Woodchips/ashes

Private Property/Right-of-Entry Debris Removal

Our team has administered many of the largest PPDR programs in U.S. history, including projects for New Orleans, Louisiana; Gulfport, Mississippi; Bastrop, Texas; and Escambia County, Florida. Tetra Tech assists communities with ensuring they have the legal authority via local and state ordinances to enter onto private property. Our team also assists with preparing submittal packages for FEMA to approve the program, promoting the ROE program with residents, and ensuring the program is properly documented. Exhibit 3-3 is a representative list of our experience in assisting clients with PPDR activities and demolition program management.

Exhibit 3-3: PPDR and Demolition Program Management

Client	Disaster/Year	Public Advertisement	Application Administration	Historical/Environmental Review	Property Survey	Scheduling	Individual Property Debris Tracking	Demolition Program Management	Debris Removal Monitoring	Reduction/Disposal Monitoring	Property Close Out	Data Management
CalRecycle / CALOES Ventura County	Wildfire - 2018	■	■	■	■	■	■	■	■	■	■	■
USACE – Napa County, CA	Wildfire - 2017	■	■	■	■	■	■	■	■	■	■	■
USACE – Mendocino County, CA	Wildfire - 2017	■	■	■	■	■	■	■	■	■	■	■
USACE – Lake County, CA	Wildfire - 2017	■	■	■	■	■	■	■	■	■	■	■
USACE – Sonoma County, CA	Wildfire - 2017	■	■	■	■	■	■	■	■	■	■	■
Dougherty County, GA	Tornado (2017)								■	■		■
Lake County, CA	Wildfires (2015)	■	■	■	■	■			■	■	■	■
Hays County, TX	Flooding (2014)	■	■	■	■	■			■	■	■	■
Boulder County, CO	Flooding (2013)	■	■	■	■	■		■	■	■	■	■
Middletown, Township of, NJ	Hurricane Sandy (2012)					■	■	■	■	■		■
St. John the Baptist Parish, LA	Hurricane Isaac (2012)	■			■	■			■	■		■
Bastrop County, TX	Wildfires (2011)	■	■	■	■	■			■	■	■	■
Comanche Nation, OK	Ice Storm (2009)					■	■		■	■		■
Cedar Rapids, City of, IA	Flooding (2008)			■		■		■	■	■	■	■
University of Iowa	Flooding (2008)			■		■		■	■	■	■	■
Galveston, City of, TX	Hurricane Ike (2008)	■	■	■	■	■	■		■	■	■	■
Terrebonne Parish, LA	Hurricanes Ike (2008)	■	■	■	■	■	■	■	■	■	■	■
Iberville Parish, LA	Hurricane Gustav (2008)	■	■		■	■			■	■	■	■
New Orleans, City of, LA	Hurricane Katrina (2005)	■	■	■	■	■	■	■	■	■	■	■
Waveland, City of, MS	Hurricane Katrina (2005)	■	■		■	■	■	■	■	■	■	■
Naples, City of, FL	Hurricane Wilma (2005)					■			■	■	■	■

Waterways Debris Removal

Our team has worked extensively with local, state, and federal agencies (including the United States Army Corps of Engineers (USACE) and the National Oceanic and Atmospheric Administration) to determine legal responsibility and to evaluate and implement marine debris removal programs. Our team has performed multiple projects for Monroe County, Florida (the Florida Keys), to remove derelict vessels and traps from waterways following Hurricanes Katrina, Gustav, Ike, and Wilma. Following Hurricane Ike, our team assisted Galveston City Municipal Utility District #12, Jefferson County Drainage District #7, the Trinity Bay Conservation District, and the Harris County Flood Control District with inland waterway debris removal assignments. We will help the City legal staff rapidly determine legal responsibility for waterway debris removal, verify scope eligibility, and document the work in a fashion deemed appropriate by reimbursement agencies. ***Our team members monitored marine and vessel debris removal efforts following Hurricane Sandy on behalf of the New Jersey Department of Environmental Protection (NJDEP); following Hurricanes Matthew and Irma on behalf of FDEP; and following Hurricane Irma on behalf of the City of Cape Coral, Lee County, Brevard County, Monroe County, and Collier County.***

Vessel and Vehicle Recovery

Tetra Tech is able to assist the City in documenting the locations and quantities of vessel and vehicle debris in the City and presenting a case to FEMA to approve and fund the program. The City must first show that they have a legal responsibility to remove the debris and that the debris is not the responsibility of another state or federal agency such as the Florida Department of Environmental Protection, USACE, or the NRCS. Vessel and vehicle debris on private land may present unique ingress/egress challenges and require ROE agreements for access. ***Our team monitored vessel debris removal efforts following Hurricane Sandy on behalf of the NJDEP and provided similar services to Escambia County, FL and Monroe County, FL (Florida Keys) following the 2004 and 2005 hurricane season and is currently monitoring vessel removal in Beaufort County, SC to remove vessels damaged and abandoned from Hurricane Matthew.***

Leaning Trees, Hanging Limbs, and Stump Removal

Leaning trees, hanging limbs, and stumps pose significant threats to public health and safety. Guidance on reimbursement for the removal of these vegetative threats is disaster-specific. Tetra Tech has the experience and expertise to help communities avoid the de-obligation of funds or non-reimbursement for these activities due to ineligible work. Our team has assisted numerous clients in surveying, documenting, and monitoring the removal of leaning trees, hanging limbs, and stumps. ***Our team members most recently monitored the removal and disposal of 198,635 hazardous trees and hangers on behalf of 36 clients following Hurricane Matthew.*** Exhibit 3-4 provides featured clients where our team has monitored the collection and removal of leaning trees, hanging limbs, and stumps following a disaster debris-generating event.

Exhibit 3-4: Previous Leaner/Hanger/Stump Removal Programs

Client	Event	Total Leaners/Hangers/Stumps Removed
Miami-Dade County Parks (Florida)	2017 Hurricane Irma	70,908
City of Miami, Florida	2017 Hurricane Irma	29,366
Polk County, Florida	2017 Hurricane Irma	27,267
Seminole County, Florida	2017 Hurricane Irma	25,348
Beaufort County, South Carolina	2016 Hurricane Matthew	67,581
Town of Hilton Head, South Carolina	2016 Hurricane Matthew	48,589
Horry County, South Carolina	2016 Hurricane Matthew	33,661

TAB 3: QUALIFICATIONS AND EXPERIENCE

Client	Event	Total Leaners/Hangers/ Stumps Removed
Flagler County, Florida	2016 Hurricane Matthew	15,151
City of Port Orange, Florida	2016 Hurricane Matthew	6,098
City of Myrtle Beach, South Carolina	2016 Hurricane Matthew	4,076
Lake County, California	2015 Valley Wildfire	7,544
Calaveras County, California	2015 Wildfire	8,158
City of Augusta, Georgia	2014 Winter Storm Pax	26,800
City of Rapid City, South Dakota	2013 Ice Storm	8,000
City of Sioux Falls, South Dakota	2013 Ice Storm	26,700
State of Connecticut	2011 Winter Storm Alfred	57,200
Henrico County, Virginia	2011 Hurricane Irene	15,500
Texas Department of Transportation	2011 Texas Drought and Wildfires	5,800
City of Raleigh, North Carolina	2011 Tornado	7,500
Arkansas Game and Fish Commission	2009 Ice Storm	48,900
City of Houston, Texas	2008 Hurricane Ike	212,500
Terrebonne Parish, Louisiana	2008 Hurricane Gustav	14,500
City of Norman, Oklahoma	2007 Midwest Ice Storm	26,800
Greene County, Missouri	2007 Midwest Snow Storm	53,900
Genesee County, New York	2006 Ice Storm	9,100
Town of Amherst, New York	2006 Ice Storm	32,700
City of Fort Lauderdale, Florida	2005 Hurricane Wilma	20,400
Santa Rosa County, Florida	2005 Hurricane Dennis	13,700
Escambia County, Florida	2004 Hurricane Ivan	15,100

Hazardous Material Removal

Major disasters (particularly those that involve significant flooding) will result in the need to address hazardous materials. Typically, the U.S. Environmental Protection Agency (EPA) is responsible for identifying and removing large quantities of household hazardous waste (HHW) (containers over 5 gallons such as large commercial/industrial storage tanks, propane tanks, 55-gallon drums, etc.). Local governments are charged with implementing collection programs for HHW, including containers with paints, pesticides, household cleaners, oils/solvents, fuels, etc. Our team has significant experience helping local governments plan, procure, implement, and track disaster-related HHW collection programs at curbside or drop-off locations. Following Hurricane Ike, which resulted in a storm surge that covered almost all of Galveston Island, our team helped the City of Galveston implement one of the largest post-disaster HHW programs in U.S. history, in addition to working cooperatively with the EPA on large quantity HHW recovery.

Asbestos Containing Material Management

Through our team's years of demolition experience, including our previous engagements in Iowa following the 2008 flood, our team of experts has developed best management practices for documenting and monitoring work related to Asbestos Containing Material (ACM). Tetra Tech's best management practices for ACM collection, remediation, and disposal meet state and local regulatory agency requirements. Tetra Tech will collect and catalog all pertinent information related to the ACM content, or lack thereof, for a property. Once the remediation contractor has removed and wrapped the ACM, Tetra Tech will document the transfer of custody through final disposition. As part of the ACM documentation process, Tetra Tech will also collect and pair all waste shipment records to the

respective load tickets. Additionally, during the course of the project if Tetra Tech notices any lack of due diligence or potential for environmental violations, our management staff will notify City officials immediately and assist in creating a mitigation strategy. In the instance of non-ACM debris removal, Tetra Tech will collect and digitally link all TDMS or landfill manifest with the corresponding load ticket.

Data Management

Our team has spent years researching and developing an effort to streamline the debris collection documentation process with a focus on minimizing the cost to our clients and improving the visibility of debris project operations. Our ADMS, RecoveryTrac™, is the result of these efforts. RecoveryTrac™ is a scalable and fully featured disaster management application designed specifically to address the operational challenges faced during a disaster recovery project. Managing the enormous volume of documentation generated during a debris monitoring operation was paramount to the design of our ADMS. ***This state-of-the-art technology has already shown to increase the efficiency and improve the management of debris removal efforts for multiple clients.*** For more information on our data management, please see [Tab 5: Operational Plan](#).

Hauler Invoice Reconciliation and Contracting

To expedite contractor invoice reconciliation efforts, Tetra Tech requires copies of all primary debris hauler contracts with the City. After reviewing the contracts, Tetra Tech will set up our ADMS, RecoveryTrac™ database to generate transactions for tickets issued to each debris contractor. Tetra Tech will then meet with each primary debris contractor to review the debris contractor reports that will be generated automatically through RecoveryTrac™. The debris contractor reports will provide each contractor with sufficient data to reconcile with their subcontractors as well as generate invoices for payment by the City. Several quality assurance (QA) and quality control (QC) checks will be conducted on data before it is provided to the contractor. RecoveryTrac™ significantly reduces the amount of time needed for a contractor to generate an invoice and for the subsequent invoice reconciliation with Tetra Tech. For more information on our hauler invoice reconciliation and contracting, please see [Tab 5: Operational Plan](#).

FEMA Appeal Assistance and Support

Our staff has an outstanding track record of getting our clients reimbursed, with more than 200 major disaster recovery mobilizations over the past 10 years. Given the nature and scrutiny of FEMA reimbursement, it is not unusual for a local government to have one or more project worksheets questioned by FEMA/Office of Inspector General (OIG) during the audit process. We routinely work with our clients in these matters—oftentimes for years following an event—to support and defend their reimbursement.

Furthermore, ***due to our staff's in-depth knowledge of FEMA reimbursement policies, we are often hired by applicants to assist them during FEMA/OIG audits and support them during FEMA appeals even when we have had no involvement with the applicant during the recovery period.*** Our team of recovery experts is currently working with the Port of Galveston, Texas, to close out Hurricane Ike-related projects. To date, we have been able to identify and capture over \$80 million in previously unidentified or deobligated funding. The following are a few examples of areas in which our staff has successfully supported the appeals effort of our clients with FEMA:

- **South Broward Drainage District.** Following Hurricane Wilma, our team prepared an appeal in support of \$4 million in reimbursement associated with lake erosion repairs made by the South Broward Drainage District. With our team's support, the South Broward Drainage District was fully reimbursed.
- **Lake County, Florida.** Our team supported the successful appeal of over \$400,000 of previously deobligated funds in response to the 2004 Hurricanes Charley, Frances, and Jeanne. These funds were associated with debris collected on private roads and gated communities. Our team did a comprehensive geographic

information system (GIS) analysis of all of the debris collected on the roads in question and was able to appeal the decision and obtain reimbursement from FEMA for these county-incurred costs.

- **Port of Galveston, Texas (2010-2016).** The Port of Galveston experienced extensive damage due to storm-induced erosion caused by Hurricane Ike surge that reached heights upward of 20 feet. The pier was not designed to withstand the water weight and rapid draw down of the water. As a result, the concrete sheet pile was damaged and caused the fill underneath the warehouse slab to wash out, thus compromising the support of the warehouse floor. The floor collapsed near the most significant voids underneath the base. FEMA deemed the damage ineligible due to subtle erosion that happened over time. The Port of Galveston, with the assistance of our team of experts, submitted an appeal for eligibility and won the appeal resulting in an approval of a \$1.5 million for Pier 15. More importantly, the appeal approval has established precedence for the Port of Galveston's remaining Ike-damaged piers, enabling the Port of Galveston to apply for an additional \$80 million of funding due to damage caused by Hurricane Ike previously deemed ineligible.

FEMA Disputes/Audit Support

Tetra Tech and its former corporate entities Leidos, Science Applications International Corporation (SAIC), and Beck Disaster Recovery, Inc. (BDR), have an outstanding track record for getting our clients reimbursed with more than 200 major disaster recovery mobilizations over the past decade or more.

Given the nature and scrutiny of FEMA reimbursement, it is not unusual for a local government to have one or more project worksheets questioned by FEMA/Office of Inspector General (OIG) during the audit process. For example, our team assisted the City of Fort Lauderdale with an issue associated with the method of billing (time and materials vs. unit rate) used by the City's disaster debris hauler after Hurricane Wilma.

We routinely work with our clients for years following an event to support and defend their reimbursement. While we are not always informed of the final outcomes of disaster reimbursements (often because the reimbursement amount in question may be small, etc.), included below is a summary of client assignments where reimbursements were challenged, and our team has been actively involved in providing support.

Exhibit 3-5: FEMA Disputes

Client/Event	Description	Status/Outcome
Harrison County (MS) – Hurricane Katrina (2005)	FEMA challenged certain documentation associated with Harrison County's hazardous tree removal program.	Reimbursed. Project closed.
City of Waveland (MS) – Hurricane Katrina (2005)	FEMA challenged certain documentation associated with the City of Waveland's private property debris removal and ditch cleaning programs. FEMA contends that the ditch cleaning project should have been permanent work rather than a Category A (debris removal) assignment, which impacts the allowable project management costs.	Our team has full documentation to support the work performed and is actively supporting the City of Waveland.
City of Hollywood (FL) – Hurricane Wilma (2005)	FEMA challenged certain documentation associated with the City of Hollywood's hazardous tree removal program.	The City of Hollywood Finance had the understanding with prior FEMA/OIG audit staff that this matter had been successfully resolved; however, they were recently made aware by new FEMA staff that the issue had not be resolved. Our team assisted in

		gathering the necessary documentation to submit the appeal and then the matter was referred to the City's Legal Department. We are optimistic of the final outcome.
Lake County (FL) – Hurricane Charley (2004)	FEMA challenged the County's authority and legal responsibility to collect debris from certain private and orphan roads. FEMA also challenged certain aspects of the County's debris removal contract with regard to stumps. The County was given written authority to collect stumps by FEMA policy, but was subsequently denied after-the-fact.	The private road issue has been resolved and reimbursed; however, the stump issue remains under appeal.
Escambia County (FL) – Hurricane Ivan (2004)	FEMA issued DSG – 17 and deobligated funding for stump removal (\$4 million).	Tetra Tech (performed as BDR) defended the County after FEMA issued DSG on an after-the-fact basis. The County was reimbursed in full.

It should also be noted that due to Tetra Tech's depth of knowledge in FEMA and FHWA reimbursement, we are often hired by applicants to assist them during FEMA/OIG audits and support them during FEMA appeals even when we have had no involvement with the applicant during the recovery period. For example, following Hurricane Wilma, we were retained by the South Broward Drainage District (District) to prepare an appeal in support of \$4 million in reimbursement associated with lake erosion repairs made by the District. The District had been denied funding on several occasions but with our support, the District was **fully reimbursed**.

Disaster Management Firms

As required by the RFP, the table below identifies the disaster management service firms that our team has worked with over the last 5 years.

Firm Name	Contact Information
AshBritt Environmental	Rob Ray – (954) 868-9602 – rray@ashbritt.com
Ceres Environmental	Karl Dix – (813) 508-5839 – karl.dix@ceresenv.com
Crowder-Gulf	Reid Loper – (678) 477-3755 – rloper@crowdergulf.com
DRC Services	Kristy Fuentes – (504) 220-7682 – kfuentes@drcusa.com
Southern Disaster Recovery	Al McClerron – (864) 561-7797
Bergeron Emergency Services	Brian Thomason – (954) 680-6100 – bthomason@bergeroninc.com
TFR	Sharon Lyell – (512) 576-3000 – sharon@tfrinc.com
Philips & Jordan	Tommy Webster – (828) 644-3222 – twebster@pandj.com

References

Similar to the services being requested by the City, our team has successfully assisted over 300 clients with recovering from the damaging effects of hurricanes, tropical storms, tornadoes, floods, and ice storms across the country. Our efforts have allowed our clients to maintain their focus on continuing daily operations while relying on us to oversee the management of debris removal operations and federal reimbursement in compliance with FEMA and FHWA guidelines and reimbursement procedures.

The following projects are a representative sample of our experience and accomplishments in performing services that are similar in scope, complexity, and magnitude to the City. *Per City's request, we have included references on the City's reference form submitted to BidSync.*

TOTAL COST BY DISASTER

- ❖ Hurricane Irma – \$76,000,000 (Ongoing)
- ❖ Hurricane Harvey – \$22,500,000 (Ongoing)
- ❖ Hurricane Matthew – \$26,708,166

Disaster Debris Program Management – Hurricane Matthew

Volusia County | Population – 529,364 | Cost – \$1,967,757 | October 2016 – February 2017



Hurricane Matthew devastated the coastal communities of Volusia County in October 2016, when it made landfall as a Category 2 hurricane and was responsible for one fatality. With 90% of residents left without power, there were numerous reports of downed powerlines, downed trees, and flooded homes, causing chaos throughout the county.

Our team has been supporting Volusia County for many years and was available to assist prior to the storm making landfall as well as in the immediate aftermath. Early estimates of the damage indicated debris amounts totaling over 1 million cubic yards, with thousands of hazardous trees in public roads and debris in waterways. Tetra Tech

mobilized a team within hours and began the process of onboarding local debris monitors.

In addition to providing debris monitoring services, Tetra Tech was a crucial part of the operations planning team, providing consulting in the EOC while initial operations were unfolding and helping with special tasks like getting temporary debris sites permitted and putting together the documentation to request FEMA approval of debris collection on private roads. In total, our team monitored 1,058,962 cubic yards of debris. Additionally, our team of grant management specialists has assisted in administering FEMA federal grant funding services and grant administration for all categories of work.

Reference: John Angiulli, Public Works Director
123 West Indiana Ave., Room 402, Deland, FL 32720
P. (386) 736-5965 ext. 2712 | jangiulli@volusia.org

Disaster Debris Management Services

St. Johns County, Florida | Population – 235,087 | Cost - \$1,303,000 | October 2016 – March 2017



When Hurricane Matthew impacted St. Johns County on October 7, 2016 as a category three storm, it left a trail of destruction in its wake that was felt county-wide. Its physical impacts affected the entire county, with damages including fallen limbs and trees, home fragments, fences, and construction debris. Home to the nation's oldest city, more than 1,000 historic homes and buildings in St. Augustine were significantly damaged as a result of Hurricane Matthew. Among the famous buildings inundated during the hurricane was Flagler College's ornate Spanish Renaissance-style main hall, built in 1888, where as much as four feet of water surged through its lower floors.

Tetra Tech was retained as St. Johns County's debris monitoring service provider under a pre-positioned contract. Our team mobilized in the immediate aftermath of the storm's impact, hiring nearly 50 local monitors to manage and document the County's debris removal efforts. This included the staffing of seven temporary debris management sites (DMS) throughout the County; five for vegetative debris and two that accepted C&D debris.

The Tetra Tech team also monitored the haul-out of debris and the remediation and close-out of all seven DMS.

In addition to right-of-way (ROW) debris removal, our team conducted several special programs, including beach debris removal and private road debris removal. Debris management consultants working with the County helped put together the documentation for FEMA approval of debris on private roads and helped manage the County's application of the Public Assistance Alternative Procedures Pilot Program for accelerated debris removal. Although this project is still ongoing, our team has monitored the removal of over 700,000 cubic yards of debris. We are currently in the process of beginning a program with a separate contractor for the removal of hazardous hanging limbs and leaning trees from throughout the County.

Reference: Greg Caldwell, MPA, Public Works
2740 Industry Center Rd., St. Augustine, FL 32084
P. (904) 209-0132 | gcaldwell@sjcfl.us

Disaster Debris Program Management – Hurricanes Matthew & Irma

City of Port Orange, Florida | Population – 61,105 | Cost –\$1,872,394 (Total) | October 2016 – Ongoing



Hurricane Matthew devastated the coastal community of Port Orange in October 2016 when it made landfall as a Category 2 hurricane. With 90% of residents left without power, there were numerous reports of downed powerlines and uprooted trees blocking local roadways, causing chaos throughout the county. Residents along the Halifax River experienced a storm surge of at least 3 feet, causing flooding damage for many local residents and destroying waterfront business and marinas along the coast.

Our team has been supporting Volusia County's communities for many years and was available to assist the City prior to the storm making landfall as well as in the immediate aftermath.

Within hours, Tetra Tech mobilized a team to assess the damage and begin the process of onboarding local debris monitors. When pre-identified temporary debris management sites were deemed inefficient for the project operations, Tetra Tech staff helped the City to identify and coordinate with the Florida Department of Environmental Protection (FDEP) to permit alternate sites.

CITY OF PEMBROKE PINES, FLORIDA



TAB 3: QUALIFICATIONS AND EXPERIENCE

In total, our team monitored over 428,000 cubic yards of debris and over 6,000 removals of hazardous hanging limbs and leaning trees. Tetra Tech used RecoveryTrac™ to document all loads and separate public and private road data after helping the City obtain FEMA approval for debris removal from private communities that were seriously impacted by the storm. Our geoportal provided City staff with visibility into project operations and gave them the information to communicate with City residents regarding the progress of debris removal and timelines for completion.

Tetra Tech also provided the City of Port Orange with FEMA Public Assistance consulting services to support formulation of their Category A-G project worksheets estimated at roughly \$20M. Our team not only provided staff augmentation to prepare project worksheets and required supporting documentation, but supported the completion of site visits in the field along with City, State, and FEMA representatives.

Hurricane Irma

The City of Port Orange again activated our team following Hurricane Irma. In total, our team monitored the removal of over 100,000 CY of debris, and our project management team continues to assist the City with their long-term recovery.

Reference: Matt Jones, City Attorney
1000 City Center Circle, Port Orange, FL 32129
P. 386-506-5537 | mjones@port-orange.org

Disaster Debris Program Management – Hurricane Irma

City of Cape Coral, Florida | Population – 179,804 | Cost – \$1,788,336 | September 2017 – February 2018



In September 2017, the waterfront city of Cape Coral lies on Florida's Gulf Coast was impacted by Hurricane Irma, the most powerful storm to make landfall in Florida in over 10 years.

While the City did not suffer as much damage to homes as many other southern Florida communities, the storm's powerful winds downed trees and left debris throughout many neighborhoods and roads. In addition, the City suffered major damage to its canal system and seawalls.

The City activated Tetra Tech under a pre-positioned contract to conduct disaster debris monitoring services. At peak, our

team led nearly 30 local hires to monitor the debris removal process, utilizing our proprietary RecoveryTrac™ ADMS software. Additionally, our team provided data management and closeout support including reporting on special requests to assist the City with their FEMA reimbursement. In total, our team monitored the removal of well over 500,000 cubic yards of debris. This entailed 364,000 cubic yards of right-of-way debris and 164,000 cubic yards of waterway debris. Our project management team continues to assist the City with its long-term recovery.

Reference: Mark Ridenour, Facilities/Projects Manager
1015 Cultural Park Blvd, Cape Coral, FL 33990
P. (239) 574-0724 | mridenou@capecoral.net

Disaster Debris Program Management – Hurricane Irma

Polk County, Florida | Population – 650,000 | Cost – \$6,190,877 | September 2017 – Ongoing



Polk County's location near the center of peninsular Florida put its residents directly in the path of Hurricane Irma. Thankfully, Irma had significantly weakened by the time it impacted the County, being downgraded to a Category 2 storm after making landfall in south Florida. Still, residents experienced significant destruction as a result of the storm, with nearly 20,000 homes and businesses suffering some kind of structural damage and many more without power.

The County activated Tetra Tech under a pre-positioned contract to conduct disaster debris monitoring services. Our staff was available to the County both prior to and immediately after the storm passed, whereupon a dedicated

team began the hiring and ramp-up process. At peak operations, 153 debris local personnel were hired to monitor the debris removal process throughout the County. Along with the 2,000,000+ yards of debris monitored by Tetra Tech, our team also monitored the eligible removal of over 30,000 dangerous hanging limbs and leaning trees. The comprehensive services performed by Tetra Tech include right-of-way debris removal; processing, site management and haul-out; private road and gated community debris removal; and leaner, hanger and stump removal.

In addition, Tetra Tech was instrumental in coordinating and separating the debris removal from both public and private roads in 15 County municipalities as well as the management of 13 temporary disposal locations. Currently, our team is working with County officials to segregate cost allocations to these 15 municipalities.

Reference: Jay M. Jarvis, P.E., Director, Roads & Drainage Division
300 Sheffield Road, Winter Haven, FL 33880
P. (863) 535-2200 | JayJarvis@polk-county.net

Licensing

As evidence of Tetra Tech's ability to conduct business in the State of Florida, attached at the end of this section is Tetra Tech's Florida Certificate of Good Standing.

Legal

Tetra Tech certifies that it has:

- No current claims, arbitrations, administrative hearings, mediations and lawsuits related to disaster debris removal management and monitoring services
- No pending lawsuits related to disaster debris removal management and monitoring services
- No judgements from lawsuits related to disaster debris removal management and monitoring Services within last three (3) years.

Tab 3 – Qualifications & Experience

References Form



Supplier Response Form

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: *

Address: *

City/State/Zip: *

Contact Name: * Title: *

E-Mail Address: *

Telephone: * Fax: *

Project Information:

Name and location of the project: *

Nature of the firm's responsibility on the project:

Hurricane Matthew devastated the coastal communities of Volusia County in October 2016, when it made landfall as a Category 2 hurricane and was responsible for one fatality. With 90% of residents left without

Project duration: * Completion (Anticipated) Date: *

Size of project: * Cost of project: *

Work for which staff was responsible: *

Contract Type: *

The results/deliverables of the project: *

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:Name of Firm, City, County or Agency: *Address: *City/State/Zip: *Contact Name: * Title: *E-Mail Address: *Telephone: * Fax: ***Project Information:**Name and location of the project: *

Nature of the firm's responsibility on the project:

 *Project duration: * Completion (Anticipated) Date: *Size of project: * Cost of project: *Work for which staff was responsible: *Contract Type: *The results/deliverables of the project: ***REFERENCES FORM**

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:Name of Firm, City, County or Agency: *Address: *

City/State/Zip: *Contact Name: * Title: *E-Mail Address: *Telephone: * Fax: ***Project Information:**Name and location of the project: *

Nature of the firm's responsibility on the project:

Hurricane Matthew devastated the coastal community of Port Orange in October 2016 when it made landfall as a Category 2 hurricane. With 90% of residents left without power, there were numerous reports

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↓

 *Project duration: * Completion (Anticipated) Date: *Size of project: * Cost of project: *Work for which staff was responsible: *Contract Type: *The results/deliverables of the project: ***REFERENCES FORM**

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:Name of Firm, City, County or Agency: Address: City/State/Zip: Contact Name: Title: E-Mail Address:

Telephone: (239) 574-0724 Fax: N/A

Project Information:

Name and location of the project: Disaster Debris Program Management – Hu

Nature of the firm's responsibility on the project:

In September 2017, the waterfront city of Cape Coral lies on Florida's Gulf Coast was impacted by Hurricane Irma, the most powerful storm to make landfall in Florida in over 10 years.

Project duration: September 2017 – Feb Completion (Anticipated) Date: February 2018

Size of project: 500,000 cubic yards Cost of project: \$1,788,336

Work for which staff was responsible: debris monitoring, data management, close

Contract Type: Pre-positioned contract

The results/deliverables of the project: Disaster debris monitoring, project closeou

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: Polk County, Florida

Address: 300 Sheffield Road

City/State/Zip: Winter Haven, FL 33880

Contact Name: Jay M. Jarvis, P.E. Title: Director, Roads & Drainage Division

E-Mail Address: JayJarvis@polk-county.net

Telephone: (863) 535-2200 Fax: (863) 534-7339

Project Information:

Name and location of the project: Disaster Debris Program Management - Hu

Nature of the firm's responsibility on the project:

Polk County's location near the center of peninsular Florida put its residents directly in the path of Hurricane Irma. Thankfully, Irma had significantly weakened by the time it impacted the County, being

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

Work for which staff was responsible:

Contract Type:

The results/deliverables of the project:

Please enter your password below and click Save to update your response.

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature. (See [Electronic Signatures in Global and National Commerce Act](#) for more information.)

To take exception:

- 1) Click Take Exception.
- 2) Create a Word document detailing your exceptions.
- 3) Upload exceptions as an attachment to your offer on BidSync's system.

By completing this form, your bid has not yet been submitted. Please click on the place offer button to finish filling out your bid.

Username **ttbdr**

Password *

[Save](#)

[Take Exception](#)

[Close](#)

* Required fields

Tab 3 – Qualifications & Experience

Tetra Tech Certificate of Good Standing



State of Florida

Department of State

I certify from the records of this office that TETRA TECH, INC. is a Delaware corporation authorized to transact business in the State of Florida, qualified on April 28, 1988.

The document number of this corporation is P19034.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on January 3, 2018, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifth day of February, 2018*



Ken DeFoner
Secretary of State

Tracking Number: CU1493210055

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Tab 4 – Ability

Ability

Capability to Meet Time and Budget Requirements

Tetra Tech takes great pride in the reliability and high quality of our services. Clients count on us to respond in their time of need, and we deliver. **Tetra Tech has never failed to respond to our clients' deployment and mobilization needs, regardless of location or the type of disaster.** To successfully manage multiple contracts, Tetra Tech reviews its projected workload and assesses the firm's staffing requirements on a continuous basis to make sure we can provide responsive services to all our clients. **The firm does not have a history of requesting change orders for work or extensions of time other than for unforeseen conditions or change requests from clients.**

Tetra Tech understands it is critical that the City of Gainesville (City) partner with a trusted contractor who will respond immediately and provide high-quality services throughout the engagement. Tetra Tech staff members have experience in large-scale rapid deployments. Following Hurricanes Harvey and Irma, ***Tetra Tech simultaneously deployed over 4,000 staff on behalf of 105 clients.***

Although we maintain multiple clients in Florida, our experience successfully managing numerous response and recovery operations in the State is proof that we have the staff, resources, and expertise to execute a safe and quick response and restore the City's normal operations as quickly as possible. Our staff of industry experts has applied the necessary project controls to efficiently document and complete field work and has provided follow-up support, including appeal development and closeout audit support months and, in some cases, years following the completion of field work.

QUICK FACT

Following Hurricane Irma, Tetra Tech simultaneously deployed over 2,400 staff in the State of Florida. Tetra Tech provided project management staff to each of its Florida clients, while still responding to Hurricanes Harvey and Maria in other parts of the country. Our simultaneous response to several hurricanes is proof that we have the staff, resources, and expertise to respond to the City's post-disaster needs.

Availability

Response Timeline

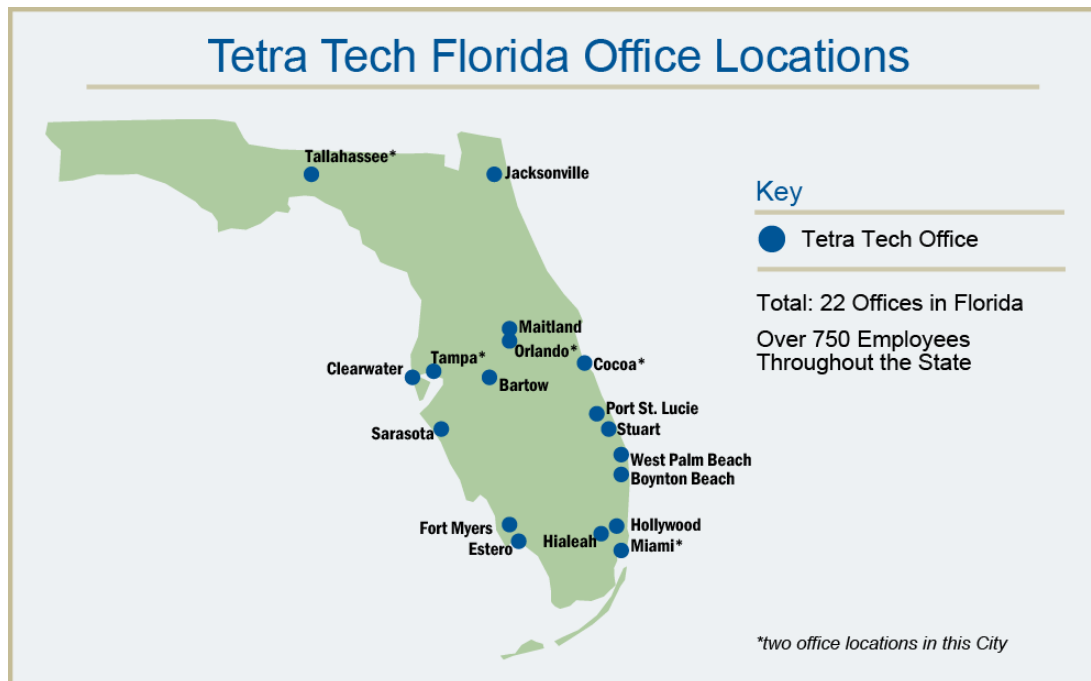
For information on our team's response timeline, see **Tab 5: Operational Plan.**

Local Presence Facilitates a Quick Response

Tetra Tech conducts its operations in approximately 400 offices worldwide, including 215 offices located in 45 states and the District of Columbia. As depicted in Exhibit 4-1, Tetra Tech maintains 22 offices in the State of Florida. The Tetra Tech team can use these office locations as necessary to immediately respond to the City's need for personnel and resources following a disaster. These local offices may be used for office space, on-site IT personnel, communication resources, or staging of mobile trailers and equipment if necessary. ***The Maitland office will be the primary office location responsible for this project.***

Tetra Tech also maintains a warehouse located in Central Florida with over supplies capable of supporting over 50 simultaneous recovery operations for over 90 days. Our team has successfully deployed large-scale mobilizations of hundreds of staff and thousands of dollars' worth of equipment to multiple clients in a matter of days and on very short notice.

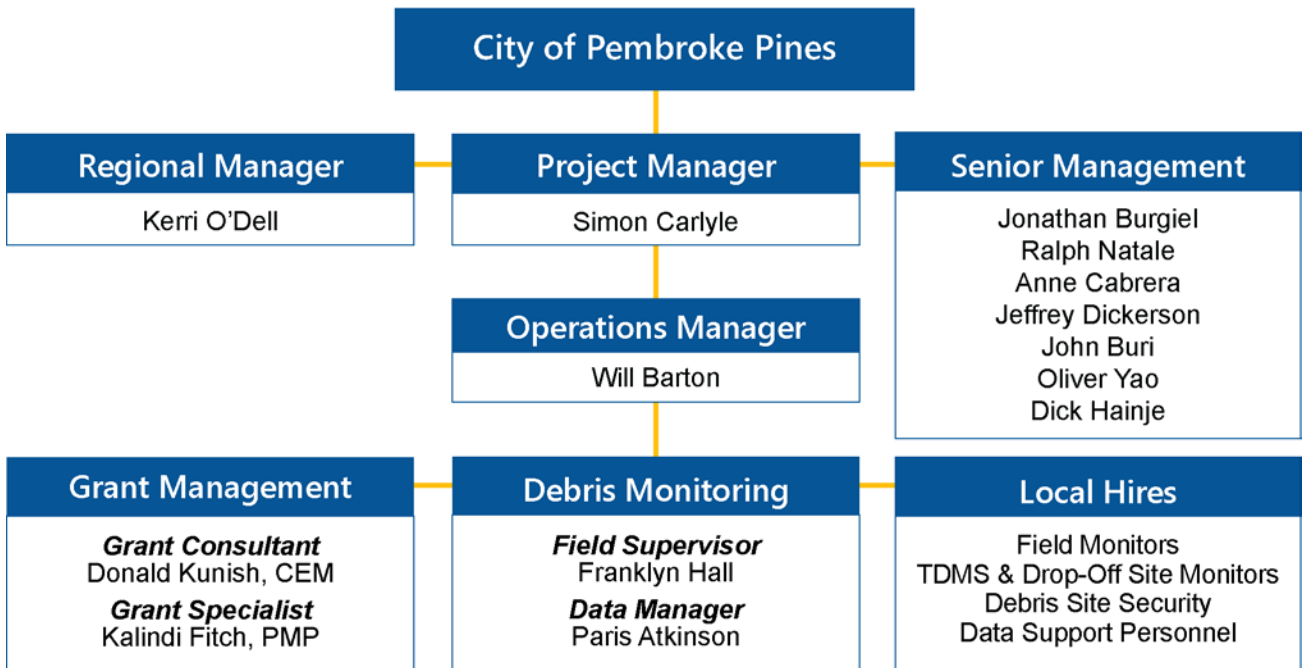
Exhibit 4-1: Florida Office Map



Organizational Chart

Exhibit 4-2 shows our proposed project team organizational structure. *Résumés have been included at the end of this section.*

Exhibit 4-2: Project Team Organizational Chart



Personnel

Overview of Staff Experience

Tetra Tech has assembled a team of experienced emergency management, infrastructure, and grant management specialists with hands-on experience in recent disasters and emergencies as well as prevention, mitigation, preparedness, response, and recovery programs. Our disaster recovery professionals are uniquely familiar with the policies, procedures, and requirements associated with providing disaster recovery services subject to Federal Emergency Management Agency (FEMA), Federal Highway Administration (FHWA), U.S. Department of Housing and Urban Development (HUD), Natural Resources Conservation Service (NRCS), and other federal agency reimbursement programs.

Our staff members have successfully managed the removal of and reimbursement for over **103 million cubic yards (CYs) of debris** as well as the **demolition of over 12,500 uninhabitable residential and commercial structures**. Our team has monitored and obtained FEMA, FHWA, and NRCS reimbursement on **23 debris removal projects in excess of 1 million CYs of debris** and understands the significant resource commitment and effort that is necessary to manage and monitor large-scale debris removal operations for local governments.

Tetra Tech is committed to providing the City with a dedicated and consistent project management team that will expedite recovery efforts in the City by establishing a coordinated and organized approach to debris removal. Our dedicated team is available to the City 365 days per year.

The established working relationship shared by the City and Tetra Tech provides our team with an in-depth understanding of the services the City will require following a disaster event. ***Based on this understanding, Tetra Tech has assembled a project team with the qualifications and expertise necessary to support the City following a disaster.***

Professional Certifications, Training, and Licensing

Tetra Tech is committed to providing our customers with quality technical products and services while meeting the highest level of ethical and regulatory standards and performance in our jobs. In addition, our environmental health and safety program helps our business operate in a manner that protects the health and safety of our employees, customers, business partners, community neighbors, and the environment.

Tetra Tech remains abreast of the latest guidance, issues being debated, and current best practices through participation in expert groups, attendance in training and conference sessions, and working with national experts in disaster recovery operations, emergency management, national security, information technology, public health, transportation, and critical infrastructure protection.

Our proposed team possesses many of the key certifications necessary to provide quality technical services and have attended numerous training courses related to debris operations and emergency management. Some of these include, but are not limited to:

- Occupational Safety and Health Administration (OSHA) Disaster Site Worker Course
- OSHA 10-Hour Construction Safety Certification
- OSHA 40-Hour HAZWOPER Certification
- G-202 Debris Management
- IS 100: Introduction to Incident Command System
- IS-120: Introduction to Exercises
- IS-200: Basic Incident Command
- IS-547: Introduction to Continuity of Operations (COOP)

- IS-631: Public Assistance Operations I
- IS-632: Introduction to Debris Operations
- IS-634: Introduction to FEMA's Public Assistance Program
- IS-700: National Incident Management System
- IS-800: National Response Program
- Intermediate Workzone Traffic Control (FDOT)

Additionally, all collection and disposal monitors and field supervisors must attend a debris monitoring training session prior to working. These training sessions are delivered by experienced trainers and provide the information required to facilitate accurate field monitoring. Tetra Tech also conducts daily "tailgate" safety sessions with field employees to alert them of potential work hazards and review safe work practices.

Proposed Staff

SENIOR MANAGEMENT TEAM

Our senior management team will provide expert oversight and assistance at critical junctures and is prepared to assist the project management team for the duration of any disaster recovery operation. These individuals bring decades of disaster debris monitoring and reimbursement expertise.

- **Mr. Jonathan Burgiel** has 31 years of experience in solid waste and disaster recovery. His disaster-related work has included serving as principal in charge of over 30 projects, helping clients throughout the country prepare for, respond to, and recover from natural and human-caused disasters. Mr. Burgiel has provided senior management leadership to communities in Puerto Rico (Hurricane Maria); Miami Dade County and the City of Winter Park (Hurricane Irma); Richland County, South Carolina (Historic 1,000 Flooding Event); the New Jersey Department of Environmental Protection (NJDEP) (Hurricane Sandy); State of Connecticut (Hurricane Sandy); State of Louisiana (Hurricane Isaac); City of New Orleans, LA (Hurricane Katrina Residential Demolition Program); and Harris County, Texas (Hurricane Ike), to name a few.
- **Mr. Ralph Natale** has overseen response to some of the country's largest debris-generating disasters. He is an expert in FEMA Public Assistance (PA) Grant Program reimbursement policies and has administered nearly 70 projects in his 13-year career. This includes managing and documenting the removal of over 16 million CYs of debris and 895,000 hazardous trees totaling over \$470 million dollars of reimbursed invoices. He has served as a debris specialist and grant consultant for state and local governments, including for the State of Connecticut Emergency Operations Debris Task Force following Hurricane Irene and Winter Storm Alfred and the City of New Orleans, Louisiana, following Hurricane Isaac. He currently serves as principal in charge for several of the firm's response efforts in California following the devastating fires and for 38 communities following Hurricane Harvey in Texas.
- **Ms. Anne Cabrera** has worked nationwide on numerous major post-disaster activations since Hurricane Wilma in 2005. She has served in a variety of roles focusing on reimbursement for more than \$2 billion from the FEMA. Ms. Cabrera has worked on behalf of cities and counties throughout the United States and is a highly regarded expert in the debris management industry. In addition to her work with post-disaster recovery operations, Ms. Cabrera has worked with a number of clients on their longer-term financial recovery, including serving as a technical resource to clients during implementation of the FEMA PA program and other federal grant programs and assisting in the preparation, development, and review of FEMA PA project worksheets (PWs) for disaster-related activities, state appeals, and close out processes.
- **Mr. Jeff Dickerson, GIS Specialist**, has more than 20 years of experience in program management and information technology and is the principal system architect of our automated debris management system (ADMS), RecoveryTrac™. Mr. Dickerson has managed numerous large disaster response operations with over 1,000 field monitors, coordinated the operation of 24-hour data processing centers (some with nearly 100 personnel), and provided technical support for a debris management database to track over 1,000 trucks

and the documentation for over 5 million CYs of debris brought to clients' debris management sites. Mr. Dickerson has led deployment and logistics efforts for some of the firm's largest debris monitoring efforts. Most recently, he oversaw the deployment of over 6,000 field units to over 100 clients following Hurricanes Harvey, Irma, and Maria.

- **Mr. John Buri** is a versatile emergency management, disaster mitigation, response and recovery, and grant management professional with 16 years of experience. Mr. Buri has provided senior management oversight on 22 major disasters declarations for over 100 clients since 2007, representing over \$6 billion in disaster-related grants. He has responded to numerous large-scale activations and engages with FEMA and state regulatory agencies and debris contractors in addition to providing FEMA PA consulting for tasks and activities associated with each disaster recovery operation. Mr. Buri also is familiar with FEMA Hazard Mitigation Assistance, HUD CDBG-DR, and disaster funding strategies for local and state governments.
- **Mr. Oliver Yao** has over 12 years of experience and has supported disaster recovery efforts in response to some of the largest disasters to affect the United States, including Hurricanes Katrina, Ike, and Sandy. Mr. Yao is responsible for the operational oversight of field projects, which includes ADMS implementation, logistics management, safety protocols, and senior management of data and reimbursement support. Mr. Yao has developed a team of seasoned data managers trained on the standard operating procedures he has developed to support project closeout and audit. Mr. Yao is a leading subject matter expert in reimbursement documentation and closeout audit support. In addition, Mr. Yao has assisted numerous local governments with FEMA appeals following Hurricanes Charley, Frances, Jeanne, Wilma, and Matthew.
- **Mr. Dick Hainje** serves as a senior advisor and the former administrator of FEMA Region VII, where he led the region through 60 presidentially declared disasters. Mr. Hainje was the director of operations for Hurricane Charley and was responsible for the entire Florida operations division, which at the time was the largest deployment in FEMA's history. His extensive experience working with senior first responders as well as local, state, and federal elected officials during times of crisis has included providing full briefings to the president of the United States five times at the scene of major disaster operations. He was responsible for creating a long-term community recovery process for FEMA Region VII, which provides heavily impacted communities the opportunity to go through a FEMA-sponsored planning process after a catastrophic incident. Following Hurricane Katrina in 2005, Mr. Hainje was asked by Secretary Chertoff to serve as the deputy Principal Federal Official for the Mid-Atlantic States, where he was involved with every aspect of preparation for all of the states from Georgia to Delaware, including leading major hurricane preparation exercises in FEMA Region IV and FEMA Region III.

PROJECT MANAGEMENT TEAM

In addition to our senior management team, our dedicated project management team consists of disaster recovery professionals who are uniquely familiar with the policies, procedures, and requirements associated with providing disaster recovery services. ***Tetra Tech's staff members constitute an integrated team with unparalleled skills and experience that is uniquely qualified to manage the debris monitoring operations.***

Key Staff	Experience Summary
Kerri O'Dell <i>Regional Manager</i>	<ul style="list-style-type: none"> ■ Serves as high-level project manager for Tetra Tech and possesses over a decade of disaster preparedness, emergency planning, and disaster response and recovery experience ■ Highly knowledgeable of federal, state, and local emergency agencies and programs, as well as funding sources and reimbursement procedures, having served as project manager on several of the firm's debris monitoring and emergency management planning projects

	<ul style="list-style-type: none"> Has also been responsible for the development of numerous disaster debris management plans (DMPs) that have been approved for the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Pilot Program
Simon Carlyle <i>Project Manager</i>	<ul style="list-style-type: none"> Has been directly involved in all phases of disaster recovery efforts, and has developed significant knowledge of federal, state, and local regulations Has provided program and project management in response to some of the largest debris-generating disasters in the nation, including Hurricanes Irma, Harvey, Matthew, Isaac, Irene, Katrina, Rita, Wilma, Gustav, Ike, and Sandy
Will Barton <i>Operations Manager</i>	<ul style="list-style-type: none"> Through his work at Tetra Tech, Mr. Barton has developed an extensive understanding of federal, state, and local regulations, protocols, processes, and guidance with respect to homeland security response, and recovery Mr. Barton is also a trusted Information Security Advisor and Information Technology Executive, with 15+ years' experience in both the enterprise and financial institution space
Franklyn Hall <i>Field Supervisor</i>	<ul style="list-style-type: none"> Served as a Project Manager for Pembroke Pines following Hurricane Irma Oversaw the entire field operation process, while enhancing communication between all contractors and City staff
Paris Atkinson <i>Data Manager</i>	<ul style="list-style-type: none"> Responsibilities include data management, management of monitoring documentation for the Federal Emergency Management Agency (FEMA), invoice reconciliation, and the use of our automated debris management system (ADMS) Has extensive experience on all aspects of program data management up to and including project closeout and post-closeout audit support Possesses knowledge and understanding of federal grant programs, including the Federal Highway Administration (FHWA) Emergency Relief (ER) Program and FEMA Public Assistance (PA) Program
Donald Kunish, CEM <i>Grant Consultant</i>	<ul style="list-style-type: none"> Certified Emergency Manager with 19 years of experience and has worked on 47 disasters throughout his career Provides multiple communities with support to utilize U.S. Government grants to respond, recover and mitigate to natural and manmade disasters across the country Previously served in the State of Florida Division of Emergency Management and worked there for thirteen years serving as the State's Planning Section Chief, Incident Management Team Commander, and Hazardous Material Auditor
Kalindi Fitch, PMP <i>Grant Specialist</i>	<ul style="list-style-type: none"> Assists clients in the administration of federal grant programs for disaster recovery and mitigation Her extensive understanding of the grant administration process, eligibility requirements, regulations, and policies across many federal programs allows clients to maximize reimbursement She provides oversight throughout the grant administration period and is familiar with application development, environmental review, project and process monitoring, and closeout and audit activities

Internal Vs. Brokered Services

As mentioned, Tetra Tech does not intend to use subcontractors to perform this work. Although Tetra Tech does not anticipate using any subcontractors for the City's proposed project, should the need for a particular specialty arise during the execution of a project, Tetra Tech diligently promotes an equitable opportunity to subcontractors whose capabilities complement our own.

Financial Stability

Tetra Tech is a financially sound and successful firm with fiscal year 2017 annual revenues of more than \$2.7 billion and approximately 16,000 employees. Tetra Tech has a Dun & Bradstreet rating of 5A2. To demonstrate the firm's solid financial performance, a short version of our most recent 10K Report has been included at the end of this section. However, a complete copy of our financial reports can be provided upon request.

Fed Tax ID: 95-4148514

DUNS: 080106449

Bonding Capacity

As evidence of our firm's bonding capacity, a letter of surety is included at the end of this section.

Workload

Current Workload

Tetra Tech is currently engaged in the following projects:

- **Hurricane Harvey** – City of Houston, Texas
- **Hurricane Irma** – FDEP, Miami Dade County, Florida
- **California Wildfires** – USACE and CalRecycle

Future Workload

Due to the uncertainty of the location, severity, or frequency of disaster incidents, we are unable to provide information about future workload.

List of Florida Contracts

The table below lists our firm's Florida debris monitoring clients within the Broward, Miami-Dade, and Palm Beach County areas.

CONFIDENTIAL	Client Name	
	Boca Raton, City of	Miramar, City of
	Broward County	Monroe County
	Collier County	Pembroke Pines, City of
	Doral, City of	Sunrise, City of
	Hollywood, City of	Tamarac, City of
	Key West, City of	Town of Jupiter
	Marathon, City of	West Palm Beach, City of
	Miami Dade County	Wilton Manors, City of

Ability to Respond

Clients count on us to respond in their time of need, and we deliver. The firm has never failed to respond to our clients' deployment and mobilization needs, regardless of location or disaster. Tetra Tech understands the organized chaos of an effective response and recovery.

Since 1990, Tetra Tech has been providing comprehensive emergency response services to both governmental and private clients. Most notably, we have continuously supported EPA's Emergency Response and Removal program since 1995, serving as prime contractor or subcontractor in eight of the ten regions across the country. Over this time, we provided technical consulting expertise on nearly 2,000 emergency response efforts nationwide. We have responded to all types of incidents, including industrial plant explosions, chemical fires, train derailments, oil spills and pipeline ruptures impacting environmentally sensitive areas, clandestine drug laboratory operations, mercury spills in residences and schools, releases of unknown hazardous substances, chemical and biological agent incidents, and natural disasters, such as floods, tornadoes, and hurricanes.

Our team has successfully deployed large-scale mobilizations of hundreds of staff and thousands of dollars' worth of equipment to multiple clients in a matter of days and on very short notice. Exhibit 4-3 highlights some of Tetra Tech's representative deployment mobilization response periods.

Exhibit 4-2: Representative Tetra Tech Response Deployment

Event and Year	Staff Mobilized	Mobilization Periods*
Hurricane Charley (2004)	150	3 days
Hurricane Frances (2004)	75	2 days
Hurricane Jeanne (2004)	50	2 days
Hurricane Ivan (2004)	600	5 days
Hurricane Dennis (2005)	250	5 days
Hurricane Rita (2005)	200	7 days
Hurricane Katrina (2005)	500	14 days
Hurricane Wilma (2005)	1,500	14 days
Buffalo Snowstorms (2006)	250	5 days
Midwest Severe Winter Storms (2007)	200	7 days
Midwest Severe Winter Storms (2008)	150	7 days
Hurricane Dolly (2007)	150	5 days

TAB 4: ABILITY

Event and Year	Staff Mobilized	Mobilization Periods*
Hurricane Gustav (2008)	250	5 days
Hurricane Ike (2008)	3,200	10 days
Hurricane Irene (2011)	500	5 days
State of Connecticut Snowstorm (2011)	450	7 days
Hurricane Isaac (2012)	400	3 days
Hurricane Sandy (2012)	90	4 days
Hurricane Joaquin (2015)	12	10 days
California Wildfires (2015)	100	2 days
Texas Flooding – (May 2015)	150	3 days
Texas Flooding – (October 2015)	50	2 days
Hurricane Matthew (2016)	890	5 days
Hurricane Harvey (2017)	1,417	10 days
Hurricane Irma (2017)	2,452	10 days

Additionally, we operate our projects with an Incident Command System (ICS) structure, especially for those that include unique or time-sensitive requirements. The Tetra Tech Team has a proven track record of meeting even the most challenging staffing level requirements. We can rapidly provide additional well-trained support in a cost-effective manner by accessing qualified staff, as demonstrated in the additional examples of our staffing for nationally significant events:

- **Hurricane Harvey** – Assisting 40 coastal and inland local governments from Corpus Christi to Orange County, Texas to address short and long term recovery operations. Communities include the City of Houston, Harris County, Jefferson County, Victoria, Montgomery and Fort Bend Counties.
- **Hurricane Irma** – Activated to 60 communities throughout the State of Florida impacted by storm surge, high winds, and rainfall associated with Hurricane Irma.
- **Hurricane Matthew** – Activated in four states on the east coast over 800 trained responders on behalf of over 40 clients in the aftermath of Hurricane Matthew.
- **Louisiana Great Flood** – Provided PA and IA staff as well as managed flood plain offices following the 2016 flood. This included staff in eight parishes across south Louisiana.
- **California Wildfires** – Mobilized over 100 environmental scientists, engineers and responders to the State of California Office of Emergency Services (CalOES) and CalRecycle to manage the cleanup and documentation associated with the wildfires in 2015 and 2016.
- **Hurricane Sandy** - Provided over 150 trained personnel throughout New York within 48 hours of customer request to support both PA and Hazard Mitigation Grant Program (HMGP) programs. Over 75 of these employees were dedicated to supporting the hazard mitigation program, which included policy advisors, cost estimators, grant managers, and BCA analysts.
- **Hurricane Ike** - Activated on behalf of 118 cities and counties spanning the Gulf Coast from Brownsville on the southern tip of Texas to the southern tip of Louisiana in response to Hurricane Ike. We **provided more than 3,000 emergency response personnel** immediately after the storm to assist with response and recovery. Our firm **provided services simultaneously for 85 clients**.
- **Hurricane Katrina** - Without relying on subcontractor staff, Tetra Tech supported the START Region 6 prime contractor during the Hurricane Katrina response by providing 130 professional-level and trained responders. At the same time, as prime contractor for Region 4 START, we provided another 100 Tetra Tech staff to support the Katrina response in Region 4 states.

Tab 4 – Ability Resumés



Jonathan Burgiel

Vice President, Operations

EXPERIENCE SUMMARY

As Vice President, Mr. Burgiel manages the business operations of all disaster recovery efforts, including preparedness planning, project staffing, logistics, grant administration and agency reimbursement support, program accounting/auditing oversight, and contract negotiations. Mr. Burgiel is dedicated to helping communities plan for and recover from disasters and provide the necessary documentation to receive the maximum allowable reimbursement from federal and state emergency management agencies.

Mr. Burgiel has 30+ years of solid waste and disaster recovery experience. His disaster-related work has included serving as principal in charge of over 30 projects, helping clients throughout the country prepare for, respond to, and recover from natural and human-caused disasters.

Mr. Burgiel is intimately familiar with local, state, and federal solid waste and hazardous waste regulations, as well as U.S. Department of Housing and Urban Development (HUD), Federal Emergency Management Agency (FEMA), and Federal Highway Administration (FHWA) policies and reimbursement procedures as they relate to disaster management and recovery.

RELEVANT EXPERIENCE

Mr. Burgiel has provided senior management oversight to the following projects:

- Multiple communities in Florida – Hurricane Irma
- Multiple communities in South and North Carolina – Hurricane Matthew
- Richland County & Lexington County, South Carolina - South Carolina 1,000-year Flooding Event - Comprehensive Disaster Recovery Services
- Hays County/City of Wimberley, Texas – Severe Flooding Disaster Recovery Assistance
- New Jersey Department of Environmental Protection (NJDEP) – Hurricane Sandy Disaster Vessel Recovery Program
- State of Connecticut – Hurricane Sandy Disaster Debris Program
- State of Louisiana – Hurricane Isaac Disaster Debris Program Management
- City of New Orleans, Louisiana – Hurricane Katrina Residential Demolitions
- Bastrop County, Texas – Wildfires
- City of Cedar Rapids, Iowa – Severe Flooding

Senior Project Manager (June 2017 – Present)

Restore Louisiana | HUD CDBG-DR Housing Rehabilitation

Served as Project Manager over the preparation of over 10,000 Tier 2 environmental reviews and over 5,000 lead risk assessment and clearance

YEARS OF EXPERIENCE

30+ years

AREA OF EXPERTISE

- Solid and Hazardous Waste Management
- Disaster Recovery Program Management
- Federal Grant Management

GRANT EXPERIENCE

- FEMA PA
- CDBG-DR
- HMGP

DISASTERS

- 4286 SC Hurricane Matthew
- 4245 TX Flood
- 4241 SC Flood
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4106 CT Winter Storm
- 1791 Hurricane Ike
- 1786 Hurricane Gustav
- 1780 Hurricane Dolly
- 1679 FL Tornados
- 1606 Hurricane Rita
- 1609 Hurricane Wilma
- 1602 Hurricane Katrina
- 1595 Hurricane Dennis
- 1561 Hurricane Jeanne
- 1551 Hurricane Ivan
- 1545 Hurricane Frances
- 1539 Hurricane Charley

EDUCATION

University of Central Florida
Master of Business
Administration, 1989

Tufts University
Bachelor of Arts, Economics,
1984

inspections. This \$20 million project performed by Tetra Tech utilized state of the art technology and cloud based technology to decrease the cost of performing a Tier 2 review by over 50% from prior state led residential rehab projects.

Principal-in-Charge (October 2015–November 2015)

Richland County South Carolina | Comprehensive Post-Disaster Flood Support Services

Following the State of South Carolina's 1,000-year flooding event that took place from October 1–5, 2015, Mr. Burgiel led a team of Tetra Tech staff to provide comprehensive disaster recovery services to Richland County immediately following the historic flooding event. Services included but were not limited to FEMA PA reimbursement support, procurement package development for over 270 road and bridge repairs, well testing and disinfection program management, a post-disaster outstanding needs assessment, flood mitigation planning support, grant funding strategic plan development, and coordination and technical support activities among the County, State and FEMA agencies.

Principal-in-Charge (May 2015–October 2015)

Hays County/City of Wimberley Texas | Post-Disaster Flood Support Services

Following the historic flooding event along the Blanco River where over 20 people perished, Mr. Burgiel provided technical support in the Hays County, Texas Emergency Operations Center (EOC) during and immediately following the flooding disaster. As part of these services, Mr. Burgiel supported the County and City of Wimberley in providing expert technical advice associated with providing the County/City appropriate measure for responding to the event and methods for best tracking the County's disaster-related costs to maximize the County's/City's FEMA reimbursement post-disaster. Mr. Burgiel was instrumental in standing up the County right-of-way debris removal program and subsequently obtaining approval for a private property debris removal (PPDR) program from FEMA to cover the extensive debris that remained along and in the Blanco River, which created a future health and safety hazard to the County and City.

Senior Management (April 2012-May 2013)

State of Vermont | Federal Grant Management Services

Following Hurricane Irene, the State of Vermont faced the daunting task of maintaining critical operations. Under Mr. Burgiel's direction, within 48 hours our team deployed a team of experts to the state emergency operations center (EOC). Mr. Burgiel and our grant management team provided consulting services and managed the recovery process. Our team collected, reviewed, and offered technical assistance to applicants on their Hazard Mitigation Grant Program (HMGP) applications.

Senior Management (September 2004-September 2009)

City of Orlando, Florida | Disaster Debris Program Management

Mr. Burgiel served in a senior leadership role and assisted the City of Orlando with a range of storm recovery monitoring and management activities. Mr. Burgiel was responsible for managing a full support team involved with staging operations, load inspections for storm debris cleanup performed by contract haulers, scheduling, dispatching, and logistics operations for the field inspectors assigned to storm debris cleanup. Our team's assistance enabled the City of Orlando to promptly apply for and receive reimbursement for the total cleanup cost from state and federal emergency management agencies.

Senior Management (February-April 2007)

Volusia County, Florida | Groundhog Day Tornado Disaster Recovery and Storm Debris Removal

Our team was retained by Volusia to assist with monitoring of cleanup efforts following the Groundhog Day tornadoes that swept through Central Florida during the early morning hours, leaving 20 people dead and many others injured and without homes. Under Mr. Burgiel's direction, our team mobilized a response team to the area to help identify critical debris removal areas and initiate its ROW debris removal operation. Mr. Burgiel oversaw the management of a full support team involved with staging operations, load inspections for storm debris cleanup, and logistics operations for the field inspectors.

Senior Management (August 2004-2005)**City of Boca Raton, Florida | Hurricane Frances Disaster Recovery and Debris Cleanup Management**

Following Hurricane Frances, Mr. Burgiel supervised the responsive deployment of support teams, assisted with staging operations, and managed scheduling, dispatching, and logistics operations for the field inspectors assigned to storm debris cleanup.

Senior Management (August 2005-October 2006)**Miami-Dade County, Florida | Hurricanes Katrina and Wilma Disaster Recovery and Debris Management**

After Hurricanes Katrina and Wilma struck Miami-Dade County, our team provided immediate on-site assistance and a wide range of disaster recovery management and storm debris cleanup monitoring services to help Miami-Dade County make a quick recovery. Under Mr. Burgiel's direction, our team assembled and deployed a full disaster recovery team to assist Miami-Dade County with removal of approximately 5.5 million cubic yards of debris. Mr. Burgiel oversaw the data management process and assisted Miami-Dade County with FEMA project worksheets and appeals.

Senior Management (August 2004)**Polk County, Florida | Hurricane Charley Program Management and Disposal Site Monitoring Assistance**

In the weeks following Hurricane Charley, Mr. Burgiel assisted Polk County with planning and managing disposal site monitoring activities. He was responsible for overseeing disposal site monitors, as well as spotters at Polk County's northeast, north central, and southeast landfills. Mr. Burgiel managed documentation efforts to help Polk County promptly apply for and receive reimbursement for the total cleanup cost from state and federal emergency management agencies.

Senior Management (August 2004-2005)**Lake County, Florida | Hurricanes Charley and Frances Disaster Recovery and Debris Management**

Following Hurricanes Charley and Frances, Mr. Burgiel helped Lake County perform a range of storm debris cleanup monitoring and management activities. He supervised staging operations, load inspections for storm debris cleanup performed by contract haulers, scheduling, dispatching, and logistics operations for the field inspectors assigned to storm debris cleanup.

Senior Management (September 2005-September 2008)**City of Pensacola, Florida | Hurricane Ivan Disaster Debris Program Management**

Mr. Burgiel provided assistance to the City of Pensacola in performing a range of storm debris removal monitoring and management activities for this \$30 million debris removal process. Mr. Burgiel supervised debris removal efforts, including permitting of debris processing sites, collection and disposal site monitoring as required by FEMA, review and approval of contractor invoices, and the preparation of project worksheets required by FEMA for federal funding.

Project Management (September – October 2001)**Sarasota County, Florida | Tropical Storm Gabrielle Disaster Debris Program Management**

As a result of Tropical Storm Gabrielle in 2001, Sarasota County required assistance with logistics, staging operations, and load inspections for storm debris cleanup performed by contract haulers. As project manager for the project, Mr. Burgiel assisted Sarasota County with scheduling, dispatching, and logistics operations for the field inspectors assigned for storm debris cleanup.



Ralph Natale

Senior Management Team, Director

EXPERIENCE SUMMARY

Mr. Ralph Natale is the director of post-disaster programs for Tetra Tech, Inc. He leads the practice by developing programs, providing daily project support, and providing oversight and guidance to his team of project managers and projects. Mr. Natale is an expert in Federal Emergency Management Agency-Public Assistance (FEMA-PA) Grant Program reimbursement policies and has administered nearly 70 projects in his 13-year career.

Mr. Natale has served as a principal in charge, project manager, data manager, and operations manager in response to some of the country's largest debris-generating disasters, including Hurricanes Irma, Harvey, Matthew, Katrina, Ike and Sandy. This includes managing and documenting the removal of over 16 million cubic yards (CYs) of debris and 895,000 hazardous trees totaling over \$470 million dollars of reimbursed invoices.

FEATURED RELEVANT EXPERIENCE

Subject Matter Expert (Debris Documentation, Program Management, Grant Management)

Mr. Natale has served as a debris documentation specialist and grant consultant for state and local governments during his extensive career in disaster debris industry. This includes serving as a current member of the State of Connecticut Emergency Operations Debris Task Force, where he was activated during the recovery operations following Hurricane Irene and Winter Storm Alfred.

Mr. Natale has also served as a senior consultant and subject matter expert on the following projects:

- Lake County, California | Valley and Butte Fire (September 2015–Present)
- City of Houston, Texas | Hurricane Ike, severe droughts, ,may 2015 floods (June 2009–Present)
- State of Connecticut | Interagency Debris Management Task Force (August 2010–Present)
- City of New Orleans, Louisiana | Hurricane Isaac (September–December 2012)
- Texas Department of Transportation | Federal Highway Administration-Emergency Relief Statewide Training (January–July 2010)
- Connecticut Department of Transportation | Winter Storm Alfred (October 2011–July 2012)
- Boulder County, Colorado | 2013 Floods (October 2013 –2015)

YEARS OF EXPERIENCE

13 Years

AREA OF EXPERTISE

- Program Development
- Documentation Management
- Private Property Debris Removal Programs
- Debris Removal Planning
- Debris Removal Monitoring
- Packet Management
- Geospatial Reporting

GRANT EXPERIENCE

- FEMA PA
- NRCS EWP
- FHWA ER

DISASTERS

- 4240 Valley and Butte Fire
- 4245 TX Severe Storms
- 4145 CO Flooding
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4106 CT Snow Storm
- 3268 NY Snowstorm
- 1971 AL Tornadoes
- 1791 Hurricane Ike
- 1786 Hurricane Gustav
- 1780 Hurricane Dolly
- 1763 IA Flooding
- 1609 Hurricane Wilma
- 1602 Hurricane Katrina

TRAINING/CERTIFICATIONS

- OSHA 40-Hour Asbestos Training
- IS-632: Debris Operations
- HSEEP-Certified
- OSHA Asbestos Health and Safety
- IS-30: Mitigation Grants System
- IS-100, 200, and 700: ICS and NIMS
- IS-630: Intro to the PA Process

Principal in Charge/Senior Program Manager

As director of post-disaster programs for Tetra Tech, Mr. Natale has focused on developing and improving program management processes. These processes ensure the most efficient methods of managing debris removal programs to maximize federal reimbursement via the FEMA 325, and 327 guidelines. As a senior program manager, Mr. Natale ensures quality control and quality assurance of project managers' deliverables on all Tetra Tech projects. A representative list of projects he has worked on is included below.

Northern California (NORCAL) Wildfire Response (November 2017-Present)

Mr. Natale serves as principal in charge associated with the cleanup of over 3,000 homes. Mr. Natale oversees the overall project management team and assists with staffing and logistics for this four-county response.

Detwiler Fire (August 2017-Present) and Helena Fire (September 2017- Present) California Fire Response

Following the catastrophic fires that impacted California in the fall of 2017, Mr. Natale has been overseeing disposal operations for both the Detwiler and Helena Fires. Under Mr. Natale's direction, the Tetra Tech team was responsible for the hazard assessment of over 200 parcels of burned area in Northern California. Tetra Tech also conducted OSHA personal sampling and air monitoring and sampling during all operations to ensure protectiveness to public health during cleanup operations. Tetra Tech assessed each parcel for radiation, VOCs, lead, asbestos, and debris estimates.

CalRecycle | Erskine Fire (July 2016–October 2016)

As principal in charge for the Erskine wildfire recovery project, Mr. Natale oversaw operations including staffing, safety, field logistics, task force dispatching, training, and other daily activities. The Erskine fire was the second-most destructive fire of the California wildfire season that year, burning nearly 50,000 acres, and destroying over 100 buildings. Debris removal was performed on 302 fire-damaged sites, and under Mr. Natale's oversight the firm provided management and support staff for the CalRecycle/Cal Office of Emergency Services (OES) incident command system for the duration of the program.

California | Valley and Butte Fire (October 2015–2016)

Mr. Natale helped create and implement programs for several projects after the Valley and Butte fires of 2015, which burned over 150,000 acres of forests and destroyed over 2,000 homes, with recovery costs of over \$300 million. Each program developed was unique but necessary for the community as a whole to recover. Programs included geospatial live tracking of work completed and equipment deployed; mitigation of hazardous trees from rights of ways and private property that was fully funded by CalOES and FEMA; private property debris removal packet management and database support; and management of a unique mix of environmental scientists and debris specialists to provide documentation for remediation of asbestos and other contaminants left behind, including debris quantities. These clients included Lake County Public Works, CalRecycle (AJ Diani), CalRecycle (Sukut), and PG&E.

State of New Jersey | Hurricane Sandy Disaster Recovery Operations (October 2012–January 2013)

Mr. Natale supported debris monitoring efforts for seven separate municipalities and state agencies following Hurricane Sandy. These clients including but not limited to the City of Newark, City of Sayreville, Ocean Township, and the New Jersey Parks Department.

State of Connecticut | Hurricane Sandy Statewide Debris Monitoring Operations (October–December 2012)

Mr. Natale oversaw statewide debris monitoring operations in response to Hurricane Sandy. Mr. Natale led our team in responding to nine municipalities spread over 100 miles, including but not limited to the Town of Fairfield, City of New London, and the Town of Greenwich.

City of New Orleans; Jefferson Parish; and St. John the Baptist Parish, LA | Hurricane Isaac Debris Monitoring Operations (September–December 2012)

Mr. Natale oversaw the debris monitoring efforts following Hurricane Isaac. During this effort, our team monitored the collection and disposal of over 670,000 CYs of debris. Mr. Natale coordinated with several local governments, including the City of New Orleans, Jefferson Parish, and St. John the Baptist Parish.

State of Connecticut | Winter Storm Alfred Statewide Debris Monitoring Operations (October 2011–April 2012)

Mr. Natale oversaw efforts to coordinate with 12 individual local governments and 45 Connecticut Department of Transportation towns to collect more than 1.5 million CYs of vegetative debris and remove over 100,000 hazardous trees.

Project Management

On large debris projects, Mr. Natale will be temporally relieved of his director duties by senior management support and focus on the management of a single project. As a result, Mr. Natale has managed some of the largest debris-generating projects in the country with great success.

Town of Hilton Head Island, South Carolina | Hurricane Matthew (October 2016–June 2017)

Mr. Natale provided project management and oversight for the popular tourist destination, Hilton Head Island, following extensive damage caused by Hurricane Matthew. Within hours of the disaster, Mr. Natale was on-site to assess the damage and meet with Town officials. Mr. Natale managed the mobilization of a local team of debris monitors and established our automated debris management system (ADMS) for the City to provide real-time updates on the debris removal operations. In total, our team monitored the removal of 2,187,080 cubic yards of debris.

City of Houston, Texas | Memorial Day Floods (May–August 2015)

Mr. Natale designed and incorporated an operational plan to manage debris removal efforts on over 6,000 road miles and 1,000,000 parcels in 60 days. 650,000 yards were collected in the 256 debris zones using City of Houston force account labor and equipment and contractor resources.

New Jersey Department of Environmental Protection (NJDEP) | Hurricane Sandy Waterway Debris Removal Project (February 2013–January 2014)

Mr. Natale developed and implemented many of the protocols and procedures to effectively manage the wet debris removal process. This has included the implementation of our proprietary automated debris management system (ADMS) technology, which has increased NJDEP's visibility to the day-to-day operations and provided real-time reporting of debris quantities. Due to Mr. Natale's excellent project management, NJDEP then tasked our team with monitoring the sediment removal process in the northern and southern region.



Anne Cabrera

Senior Management Team, Deputy Director

EXPERIENCE SUMMARY

Ms. Cabrera has worked nationwide on numerous major post-disaster activations since Hurricane Wilma in 2005, where she has served in a variety of roles focusing on reimbursement for more than \$2 billion from the Federal Emergency Management Agency (FEMA). Ms. Cabrera has worked on behalf of cities and counties throughout the United States and is a highly regarded expert in the debris management industry.

In addition to her work with post-disaster recovery operations, Ms. Cabrera has worked with a number of clients on longer-term financial recovery, including serving as a technical resource to clients during implementation of the FEMA Public Assistance (PA) Program and other federal grant programs and assisting in the preparation, development, and review of FEMA PA Project Worksheets (PWs) for disaster related activities, state appeals, and closeout processes.

In addition, Ms. Cabrera has developed valuable partnerships with various clients, helping them to plan for and prepare for potential disasters. This work has included providing training sessions and participating in exercises with communities across the Country, including helping many cities and counties create or update disaster debris management plans and develop ongoing staff training programs.

FEATURED RELEVANT EXPERIENCE

Regional Program Manager (September 2017–Present)

Hurricane Irma

Hurricane Irma affected the entire state of Florida and Ms. Cabrera has served as the regional program manager for one of the hardest hit areas including Collier County where the storm made landfall. In addition Ms. Cabrera has overseen project operations for the Cities of Naples, Marco Island, Cape Coral and Charlotte County and is the Principal in Charge for an FDEP waterway debris removal project.

Regional Program Manager (October 2016–March 2017)

Hurricane Matthew

After Hurricane Matthew impacted the east coast of the United States in October 2016, Ms. Cabrera served as the regional program manager for many of Tetra Tech's Florida clients overseeing all aspects of operations for Brevard and St. Johns Counties and the Cities of Cocoa Beach, Port Orange, Holly Hill, South Daytona, New Smyrna Beach, Oak Hill and Lake Helen.

QA/QC Manager (January 2016–August 2016)

Sukut Construction | CalRecycle Butte Fire Response

The Butte Wildfire impacting Calaveras County, California was one of the most destructive in State history. The Department of Resources Recycling and Recovery (CalRecycle) was tasked to design and implement the

YEARS OF EXPERIENCE

13 Years

AREA OF EXPERTISE

- FEMA Compliance Monitoring
- FEMA Reimbursement
- Disaster Debris Management
- Reimbursement Policies and Procedures
- Data Management
- Invoice Reconciliation
- Database Systems
- Project Staffing
- Multiagency Coordination

GRANT EXPERIENCE

- FEMA PA

DISASTERS

- 4337 Hurricane Irma
- 4332 Hurricane Harvey
- 4283 Hurricane Matthew
- 4241 SC Flooding
- 4240 CA Wildfires
- 4223 TX Severe Storms
- 4165 GA Winter Storm
- 4145 CO Flooding
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4106 CT Winter Storm
- 3268 NY Snowstorm
- 1791 Hurricane Ike
- 1786 Hurricane Gustav
- 1676 MO Winter Storms
- 1679 FL Tornados
- 1609 Hurricane Wilma
- 1602 Hurricane Katrina

EDUCATION

Florida Atlantic University
Master of Business
Administration, International
Business, 2011

Bachelor of Arts, Liberal
Arts, 1999

structural debris removal plan for the Butte Fire incident. One of the prime contractors facilitating the removal of ash and debris from the fire and assisting in the environmental restoration of the area is Sukut Construction, who has sub-contracted to Tetra Tech for the data management of all the costs associated with the debris removal to be separated by each individual private parcel. Ms. Cabrera is overseeing the reconciliation of tens of millions of dollars of invoices and the preparation of documentation to be submitted to the State of California.

Debris Program Manager (January 2016–February 2016)

Collier County, Florida | 2016 Straight-Line Winds

In January 2016, Collier County was forced to manage debris after a straight-line windstorm left a swath of damaged and downed trees across the County. After a long history of helping Collier County to plan for such disasters, including annual trainings and a 2015 update of their Disaster Debris Management Plan, Ms. Cabrera assisted with the rapid ramp-up to monitor disposal of debris from the impacted areas. Tetra Tech worked for the County for a three-week period and monitored and documented the contractor's removal of over 44,000 cubic yards of vegetative debris during this brief time-frame.

Public Information Technical Assistance (September 2015–December 2015)

Lake County, California | Valley Wildfire

The Valley Fire began September 12, 2015, in Lake County and burned 76,067 acres in Lake, Napa, and Sonoma Counties prior to being fully contained. 1,958 structures were ultimately destroyed, and the intensity of the Valley Fire destroyed many trees. Ms. Cabrera helped write a public information plan to provide timely and accurate information to County residents. This was a multi-faceted approach to communicate information and included a County web page, mailers to County residents, identification badges for contractors, informational flyers, Town Hall style meetings, and a citizen information center.

Debris Subject Matter Expert (July 2015–Ongoing)

Los Angeles County, California | Operational Area MDMP

Ms. Cabrera has been serving as a debris subject matter expert in support of Los Angeles County's establishment of an Operational Area (OA) Mass Debris Management Plan. The Los Angeles County OA involves a diverse stakeholder group of multiple County agencies and 88 municipalities within the County, along with other public entities and private-sector partners. The project has included multiple planning meetings, stakeholder outreach, outreach to private-sector partners, and a tabletop exercise. The resulting plan will provide a framework, including roles and responsibilities for coordination within the OA in a mass debris-generating event as well as a template for municipalities to develop their own individual debris management plans.

PA Consulting/Debris Subject Matter Expert (August 2014–October 2014)

City of Napa, California | California Earthquake–PA Consulting Services

Ms. Cabrera provided technical assistance and subject matter expertise to the City of Napa, California, following the August 2014 earthquake. Ms. Cabrera assisted the City by identifying FEMA PA eligible work and the required supporting documentation. She then assisted with the development of Category A PWs for federal reimbursement.

PA Consulting/Debris Subject Matter Expert (November 2013–April 2014)

Boulder County, Colorado | 2013 Flooding–PA Consulting Services

Ms. Cabrera provided technical assistance and subject matter expertise to Boulder County, Colorado, following the devastating floods that occurred in September 2013, causing extensive damage throughout Boulder County and surrounding communities. Ms. Cabrera focused on the debris removal efforts, first assisting with the gathering of the documentation for and development of the Category A PWs and later assisting with management of private property debris removal and public right-of-way debris removal monitoring programs.

Debris Subject Matter Expert (June 2008–Present)

Broward County, Florida | County-Wide Debris Site Assessments Study

Since 2008, Ms. Cabrera has provided consultation and debris subject matter expertise to Broward County in preparation for a potential FEMA declared disaster. Ms. Cabrera has worked closely with many members of

various County departments to ensure information has been gathered based on past experiences and improvements made to proactively prepare for managing the execution of a Stafford Act PA Grant Program. In addition to providing management on several County planning projects, Ms. Cabrera has worked with the County's Solid Waste and Recycling accounting department to update their internal database systems to support account reconciliations necessary to control and report on County PW accounts as well as the disposal accounts for the 31 separate applicant municipalities that may use the County solid waste disposal sites.

In 2010, Ms. Cabrera assisted with debris forecasting based on scenarios ranging from a tropical storm through a Category 5 hurricane and determining anticipated cubic yards of debris and debris site requirements based on those numbers. Six regional meetings with a total of 31 municipalities overall were facilitated to create buy-in in multi-jurisdictional coordination for use of debris management sites. A report on options for final disposal capacity including in county and out-of-county landfills and their capacity to accept debris as well as potential recycling options was provided in addition to a final report study and an all-region meeting to present the findings.

Data Reconciliation Management (February 2013–January 2014)

New Jersey Department of Environmental Protection | Hurricane Sandy Waterways Debris Removal Program Management

Following Hurricane Sandy, Ms. Cabrera supported data management activities associated with the waterways debris removal effort. Ms. Cabrera also provided invoice reconciliation.

Public Assistance Grant Administrator (January 2010–September 2012)

Port of Galveston, Texas | Hurricane Ike Financial Recovery Services

Ms. Cabrera assisted with the PA Grant Administration for the Port of Galveston, Texas following Hurricane Ike. Ms. Cabrera's tasks included reviewing and reconciling PWs for State and FEMA closeout for Hurricane Ike. In the course of the initial review, damages not captured in the initial PWs were identified including storm induced erosion damages that did not become evident until many months after the initial disaster. Ms. Cabrera was involved in the process of writing new PWs for the previously undocumented damage which included the formulation, review and management of damage descriptions, bid specifications, scope of work, contractors specifications, force account labor and equipment, logistics of project commencement and completion, invoicing, tracking of funds, site visits and photos, State and FEMA communication, and monitoring the obligation and closeout process.

Invoice Reconciliation Analyst (October 2005–August 2012)

City of Hollywood, Florida | Hurricanes Katrina and Wilma Financial Recovery Services

Ms. Cabrera worked with the City of Hollywood as an invoice reconciliation analyst immediately following Hurricanes Katrina and Wilma. She oversaw the data management process at an established local data center and worked with the City, their multiple debris contractors and FEMA staff to reconcile the invoices for debris removal work which provided the back-up for the FEMA PWs. Ms. Cabrera has remained a consultant to City of Hollywood staff working with their accounting and finance department to respond to FEMA requests for additional information and as audit support for both FEMA and Office of Inspector General (OIG) audits.

Data Reconciliation Management (October 2005–February 2012)

City of Fort Lauderdale, Florida | Hurricane Wilma Grant Management Recovery Services

Ms. Cabrera supported data management activities associated with the debris collection effort in the City of Fort Lauderdale, FL. After the initial recovery efforts, Ms. Cabrera continued to work with the City of Fort Lauderdale for the next six years through multiple State and FEMA audits. Based on lessons learned, she helped the City of Fort Lauderdale to develop after action reports and a list of best practices should they be impacted by another disaster in the future. Ms. Cabrera worked closely with City staff, the assigned State PA Coordinator and the FEMA review team to help gather the necessary documentation and close out projects from the 2005 storm season.



Jeffrey Dickerson GIS Specialist

EXPERIENCE SUMMARY

Mr. Jeffrey Dickerson has more than 20 years of experience in program management, with extensive experience in technical organizational management, training, and readiness exercises. He is a military veteran with skills in leadership, training, and personnel development. As the Technical Applications Manager, Mr. Dickerson is responsible for the planning, development, deployment of technical applications supporting emergency response operations for the firm.

Mr. Dickerson has extensive experience in process improvement and application of advanced technology to boost efficiency post-disaster field and data operations. He recently presented at the National Hurricane Conference on the use and application of technology to improve disaster response cost efficiency.

Mr. Dickerson has led the development and support of Tetra Tech's automated debris management system (ADMS), RecoveryTrac™. As one of only three systems validated by the USACE, it is the preferred provider by the USACE debris contractors, providing ADMS services to 6 of 8 USACE districts globally. RecoveryTrac's flexibility and GIS capabilities provide best-in-class reporting and analysis tools. Additionally, RecoveryTrac's web-based data feeds enable direct integration into client GIS and emergency management systems.

RELEVANT EXPERIENCE

GIS/ADMS Applications Manager (October 2017–Present) **Sonoma, Napa, Lake and Mendocino Counties, CA | Wildfire Disaster Debris Private Property Debris Removal (PPDR) Program Management**

As part of a FEMA-Army Corps of Engineers (ACE) contractor team, Mr. Dickerson supported the deployment and data management of the ACE compliant ADMS and GIS technologies to automate documentation of the private property hazard removal and fire debris removal mission. Mission assignment also included site assessment and environmental remediation sampling. To date, over 3,450 properties have been assessed, sampled and fire debris removed generating nearly 761,000 tons of debris. Advanced GIS mapping, document, and data analysis portals were used extensively to document FEMA, ACE, and California environmental requirements.

Deputy Project Manager (May 2017–October 2017) **State of Louisiana, Restore Louisiana (ReLa) Program**

Mr. Dickerson managed the HUD-mandated environmental reviews (Tier II Site Specific Reviews) in accordance with 24 CFR Part 58 and the current Restore Louisiana Program Environmental Review (Tier II) Procedures for over 10,000 flood damaged properties.

YEARS OF EXPERIENCE

20 Years

AREA OF EXPERTISE

- Mobile and GIS Technology
- Resource Deployment and Tracking
- Readiness Training and Exercises
- Disaster Operations Support
- 20+ Years Military Experience

DISASTERS

- 4240 CA Wildfires
- 4223 TX Flooding
- 4166 SC Winter Storm
- 4165 GA Winter Storm
- 4145 CO Flooding
- 4115 SD Winter Storm
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4106 CT Winter Storm
- 1791 Hurricane Ike
- 1609 Hurricane Wilma
- 1602 Hurricane Katrina

TRAINING/CERTIFICATIONS

- FEMA IS-632, IS-700, IS-922
- MCDBA, Microsoft Certified Database Administrator
- MCSE, Microsoft Certified Network Engineer
- MCT, Microsoft Certified Trainer

EDUCATION

Thomas Edison University
Associate of Science,
Nuclear Engineering
Technology, 1997

GIS/ADMS Applications Manager (October 2016–May 2017)**States of Florida, Georgia, South Carolina and North Carolina | Hurricane Matthew Disaster Debris Public and Private Property Debris Removal (PPDR) Program Management**

Mr. Dickerson managed the deployment of customized GIS-enabled ADMS technology. The system documented removal of over 8.5 million CYs of debris and 198,000 tree hazards while supporting 720 ADMS field employee and 47 debris management sites at a removal rate of nearly 165,000 CYs/day.

Project Manager (August 2016–Present)**Miami Dade County, FL | Zika Mosquito Inspection and Remediation Monitoring and Program Management**

Mr. Dickerson managed the development and deployment of customized GIS-enabled ADMS technology to document and manage a Door to Door Mosquito inspection and remediation program. RecoveryTrac technology was implemented by providing Contractor Crews with handheld smart phone devices loaded with the RecoveryTrac software to capture and report the inspection and remediation activity data in real time. The data collected was critical to the County in directing resources in response to changing health concern areas and mosquito counts.

GIS/ADMS Applications Manager (October 2015–August 2016)**Lake and Calaveras Counties, CA | Wildfire Disaster Debris Private Property Debris Removal (PPDR) Program Management**

Mr. Dickerson managed the development and deployment of customized GIS-enabled ADMS technology to automate a private and commercial property hazard removal and demolition program, including environmental remediation sampling. Over 4,000 hazardous tree were removed and 1,000 structures were demolished generating nearly 100,000 cubic yards of mixed debris. Advanced GIS mapping, document, and data analysis portals were used extensively to document California environmental requirements.

ADMS and Logistics Manager (May 2015–August 2015)**State of Texas | Severe Flooding Debris and Hazard Removal Program Management**

Mr. Dickerson managed the logistics and deployment of staff equipment and supplies as well as ADMS technology to 10 county and local clients in a multi-jurisdiction activation, including over 135 handheld devices removing 325,000 cubic yards of flood and household debris. Advanced GIS web services and data information portals were used extensively in managing the hazardous material pickups, road pass clearance, and public information applications.

GIS Field Application Manager (November 2014–May 2015)**City of New Orleans, LA | Hurricanes Katrina Demolition Phase II Program Management**

Mr. Dickerson developed and deployed mobile field GIS technology to automate the private property demolition survey and documentation. Custom GIS base workflow automation provided custom form generation from collected field data. Phase II included the survey and demolition of over 375 structures.

GIS/ADMS Application Manager (February 2014–June 2014)**States of Georgia and South Carolina | Winter Storm Pax Disaster Debris Program Management**

Mr. Dickerson managed the logistics and deployment of ADMS technology to seven county and local clients in a multi-state activation, including over 265 handheld devices for over 110,000 hazardous limb and tree removals and over 1,000,000 cubic yards of debris. Advanced GIS web services and data analysis portals were used extensively in managing the projects and public information applications.

ADMS Application Manager (October 2013–December 2013)**State of New Jersey Department Environmental Protection | Hurricane Sandy Disaster Debris Program Management**

Mr. Dickerson managed the logistics and deployment of ADMS technology, including over 45 handheld devices for waterway debris and sediment removal for two-thirds of New Jersey's coastline. The RecoveryTrac™ work

documentation module was heavily used to document the step-by-step progress. Over 58,000 photos documenting the collection and disposal of the debris and sediment were recorded.

ADMS Application Manager (August 2012–July 2013)

St. John the Baptist Parish, Louisiana | Hurricane Isaac Disaster Debris Program Management

Mr. Dickerson managed the logistics and deployment of ADMS technology, including over 120 handheld units used by the Parish to expedite the recovery process collecting over 225,000 cubic yards of debris. Detailed pickup locations and damage reports were used extensively to keep community leaders informed of progress.

ADMS Application Manager (September 2011–June 2013)

City of Houston, Texas | Drought & Wildfires Debris Removal Monitoring

Mr. Dickerson managed the multi-year logistics and deployment of ADMS technology, including over 25 handheld devices in a multi-phased removal of thousands of trees following a severe drought documenting over 260,000 cubic yards of debris. His responsibilities include the deployment, support, and staff training of the ADMS mobile system and development of custom mapping and reports.

Logistics and Network Operations Manager (October 2011–March 2012)

Connecticut Department of Transportation | Winter Storm Alfred Disaster Management Support Services

Following a severe winter storm, Mr. Dickerson managed the logistics and network infrastructure to support the project work for over 11 state, county, and local clients. His responsibilities included coordinating logistics activities and supporting and developing custom data and mapping applications.

Logistics and Network Operations Manager (August 2011–June 2012)

States of Virginia and North Carolina | Hurricane Irene Debris Removal Monitoring

Following Hurricane Irene, Mr. Dickerson managed the logistics and network infrastructure to support the project work for over 15 state, county, and local clients. His responsibilities included ensuring the availability of application and communication systems to support disaster operations. Logistical responsibilities included arranging travel, accommodations, equipment, and supplies needed to support field operations.

Data Operations Manager (September 2008–September 2011)

City of Houston and Harris County, Texas | Hurricane Ike Debris Removal Monitoring

Following Hurricane Ike, Mr. Dickerson provided IT and logistics support to the City of Houston and Harris County. His responsibilities included IT site support, system setup, end-user training, equipment rentals, and supply distribution.

Data Operations Manager (August 2005–October 2006)

Miami-Dade County, Florida | Hurricanes Katrina and Wilma Disaster Recovery and Debris Management

Mr. Dickerson was responsible for the setup and management of a 90-person data center. Mr. Dickerson provided database technical support to successfully track the documentation for over 5 million cubic yards of debris.

Quality Control Manager (September 2004–October 2007)

Escambia County, Florida | Hurricane Ivan Comprehensive Disaster Program Management

Mr. Dickerson provided quality control and fraud prevention support during Escambia County's debris removal operations. Mr. Dickerson performed volumetric truck certification, DMS quality control monitoring, and roving collection monitor supervision.



John Buri

Director, Post Disaster Services

EXPERIENCE SUMMARY

Mr. John Buri is a director of post-disaster programs for Tetra Tech, Inc., and a member of our senior management team. Mr. Buri has a thorough understanding and practical application of industry best practices and federal guidance governing such efforts including the Federal Emergency Management Agency (FEMA), Hazard Mitigation Assistance (HMA), FEMA Public Assistance (PA) Program, 2 CFR 200, HUD CDBG-DR and disaster funding strategies for local and state governments. Key highlights of Mr. Buri's career include:

- **16 years of experience:** Working with mitigation, emergency management planning, response, and recovery operations
- **\$3 billion:** His work has represented over \$3B in disaster related grants.
- **22 Disaster Declarations:** Performed in roles of project manager or principal-in-charge
- **\$142 million:** Served as program manager for \$142M in buyout /elevations
- **41 Total Disaster Declarations:** Worked on projects in either a project manager, principal in charge or support role.
- **17 States:** Worked in 17 states across 8 FEMA Regions
- **100 clients:** Mr. Buri has worked for over 100 state and local governments clients since 2004
- **39 national and state-level conference speaking engagements:** He is a nationally recognized speaker on disaster recovery and preparedness topics, presenting at the National Hurricane Conference, National Hazardous Materials Management Association Annual Conference, Solid Waste Association of North America Annual Conference (WasteCon), Maryland Emergency Management Association Conference, Government Finance Officers Association Conference, Texas Homeland Security Conference, North Carolina Emergency Management Conference, and the National Forum for Black Public Administrators Conference.

FEATURED RELEVANT EXPERIENCE

Multi-year Emergency Management & Disaster Recovery Services City of Houston, Texas; Program Manager

- Managed emergency responses to major disasters including Hurricane Ike in 2008 (DR-1791), Memorial Day flood in 2015 (DR-4223), and Tax Day flood in 2016 (DR-4269)
- Following each disaster, coordinated with FEMA, Texas Division of Emergency Management (TDEM), USACE, Texas Commission on Environmental Quality (TCEQ), city departments, elected officials,

YEARS OF EXPERIENCE

16 Years

AREA OF EXPERTISE

- Damage Assessment
- Policy and Procurement
- Debris Management
- Disaster Housing
- Grant Application Development
- Grant Accounting Systems
- Audit Process
- Closeout Procedures

GRANT EXPERIENCE

- FHWA-ER Program
- HUD CDBG-DR
- FEMA PA
- FEMA 404 HMGP
- FEMA HMA

DISASTERS

- 4245 TX Flood
- 4241 SC Flood
- 4240 CA Wildfire
- 4223 TX Flood
- 4222 OK Flood
- 4193 Napa Earthquake
- 4166 SC Winter Storm
- 4165 GA Winter Storm
- 4145 Colorado Floods
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4022 Tropical Storm Irene
- 4106 CT Winter Storm
- 4064 OK Tornado
- 1969 NC Tornadoes

EDUCATION

Texas State University
Master of Arts, Public
Administration, 2002

The University of Texas
Bachelor of Arts, Government,
2000

congressional offices and volunteer groups to coordinate field activities, damage site inspections, eligibility reviews, and audits

- Managed planning team for 5 task orders under the DHS' Regional Catastrophic Planning Initiative Grant and Urban Area Security Initiative grant allocated to the City of Houston Office of Homeland Security
- Program manager for the City's flood resilience initiative in supporting the City's Flood Czar conducting damage analysis, mitigation project identification and identification of grant opportunities.

Hazard Mitigation Grant Program Support

Various Clients – US

- Overall responsibility for the management and performance of task orders supporting \$90+ in HMGP Grant applications across Texas, Georgia, Florida, South Carolina and North Carolina.
- Developed processes and implementation strategies for outreach, intake and verification for 100 elevations and 200 acquisition/demolitions

Disaster Grant Management Consulting – 2013 Front Range Flood

Boulder County, Colorado, Program Manager

- Overall responsibility for the management and performance of our task order for \$8M in consulting services associated with the administration and documentation to support disaster grants
- Managed the grant administration of \$300M in FEMA PA, FEMA HMGP, FHWA-ER, NRCS-EWP and HUD CDGB-DR recovery grants following the front-range floods.
- Coordinated recovery efforts between the County, USACE, NRCS, FEMA, Colorado Department of Local Affairs (DOLA), Colorado Division of Homeland Security and Emergency Management (DHSEM), Colorado Department of Transportation, Town of Lyons and Jamestown, internal county departments and elected officials.
- Facilitated strategic planning meetings with community stakeholders to identify long term recovery initiatives

Multi-year Emergency Management & Disaster Recovery Services

Montgomery County, Texas

- Managed emergency responses to multiple major disasters including Hurricane Ike in 2008 (DR-1791) and two floods in 2016 (DR-4269 and DR-4272)
- Directed various task orders following disasters including project formulation, technical assistance on the PA grant program, conducting substantial damage estimation of 250 flooded properties, data collection for PA grant program and grant application for FEMA FMA grant program.
- Served as the client point of contact, prepared cost and technical task order proposals, assigned resources, reviewed deliverables, and tracked costs and schedules to ensure compliance with statements of work and approved budgets

Subject Matter Expert/Senior Management Oversight (October 2015-Ongoing)

Richland County, South Carolina | Public Assistance Consulting

Mr. Buri has been an integral part of Tetra Tech's Richland County disaster recovery team assisting the Project Manager and consultants with obtain data, policy interpretation and general grant consulting. Mr. Buri has focused his time assisting with navigating the on-going challenges associated with dam reconstruction, road damage restoration and long term recovery.

Program Manager (May 2015 – 2016)

Hays County, Texas | Full Services Disaster Grant Management Consulting and Debris Management | May 2015 (DR 4223) and October 2015 Floods (DR-4245)

Mr. Buri is currently leading the Tetra Tech team supporting Hays County following two (2) major disaster declarations in 2015 including the May Memorial Day Flood and October All-Saints Day Flood that . This includes providing technical assistance to County leadership regarding FEMA PA, HMGP and CDBG-DR grant programs.

Program Manager (July 2010-September 2012)**Port of Galveston, Texas | Hurricane Ike Federal Grant Administration**

Mr. Buri provided senior management oversight in assisting the Port of Galveston on a number of reimbursement-related issues. With Mr. Buri's management and guidance, the Port of Galveston received more than \$40 million in additional federal funding associated with permanent repairs to several of the port's piers following damage from Hurricane Ike in 2008.

Senior Management Oversight (September 2008–Ongoing)**Galveston County, Texas | FEMA HMGP, Severe Repetitive Loss (SRL), and CDBG Application, Administration, and Implementation**

Following Hurricane Ike, Galveston County faced the daunting task of maintaining critical operations. Galveston County engaged our team to assist with its overall recovery process. This included consulting services for the FEMA PA program and evaluating the feasibility of submitting an application for the buyout of substantially damaged or destroyed structures and the elevation of less damaged structures under the FEMA HMGP. Within 48 hours, our team deployed a team of experts to Galveston County to manage all aspects of these processes. Beginning with public outreach and program setup, our staff began collecting applications from property owners and compiling an HMGP application for the buyout of up to 1,000 properties and the elevation of 12 others through a \$102 million HMGP grant, which our team secured, implemented, and is in the process of closing out. In addition, Galveston County also engaged our team to assist with its extensive PA process and to act as a standby PA consultant for future disasters. Finally, on behalf of Galveston County, our team applied for a FEMA SRL grant to elevate many more flood-prone homes throughout Galveston County. The resulting \$31 million SRL grant award will be used to elevate as many eligible homes as possible and is being implemented by our team to closeout.



Oliver Yao

Deputy Director, Post Disaster Services

EXPERIENCE SUMMARY

Mr. Oliver Yao serves as a financial analyst for post disaster programs at Tetra Tech, Inc. Mr. Yao has over twelve years of industry experience in the four phases of emergency management: preparedness, response, recovery, and mitigation. In addition, Mr. Yao has supported response efforts to some of the largest disasters to affect the United States, including Hurricanes Katrina and Ike. Due to his experience, Mr. Yao also has unique knowledge and understanding of federal grant programs and the documentation requirements. This knowledge and experience has aided Mr. Yao in developing and implementing standard operating procedures (SOP) for documentation and data management that assist our clients during closeout and audit.

Mr. Yao also understands all aspects of our automated debris management system (ADMS), RecoveryTrac™. Due to his understanding, Mr. Yao is able to support all aspects of the ADMS handhelds, including field deployment, geospatial reporting, and future enhancements.

RELEVANT EXPERIENCE

Senior Management and Data Oversight (August 2017–April 2018)

City of Houston, Texas | Hurricane Harvey Program Management

The southwest region of Texas was substantially impacted by Hurricane Harvey and the torrential rainfall amounts the system brought to the region. The City of Houston activated the monitoring and program management services of Tetra Tech. Mr. Yao provided senior management and data oversight to the project. To date, over 1.2 million cubic yards of debris have been collected in the City as a result of Hurricane Harvey.

Senior Management and Data Oversight (September 2016–July 2017)

Volusia County; St. Johns County; Flagler County; Brevard County, Florida | Hurricane Matthew Program Management

The jurisdictions of Volusia County, St. Johns County, Flagler County, and Brevard County were among the many Florida communities impacted by Hurricane Matthew in September of 2016. Tetra Tech was activated by the aforementioned communities to provide program management and disaster debris monitoring services. Mr. Yao served as a senior management and data oversight manager for the Florida projects. He supported the projects by developing health and safety plans and verifying the projects met the project operations, timeline, deliverable, and budget standards for Tetra Tech.

Senior Management and Data Oversight (May 2015–July 2015)

Hays County; Caldwell County; City of Houston, Texas | Severe Storms, Tornadoes, Straight-Line Winds, and Flooding Program Management

YEARS OF EXPERIENCE

12 Years

AREA OF EXPERTISE

- FEMA Reimbursement and Audit Support
- Disaster Debris Management
- Data Management
- FEMA-Compliant Disaster Planning
- RecoveryTrac™ ADMS
- Emergency Management Planning

GRANT EXPERIENCE

- FEMA PA

DISASTERS

- 4337 FL Hurricane Irma
- 4332 TX Hurricane Harvey
- 4283 FL Hurricane Matthew
- 4240 CA Valley Fire
- 4223 TX Flooding
- 4166 SC Winter Storm
- 4145 CO Flooding
- 4155 SD Winter Storm
- 4145 CO Flooding
- 4086 Hurricane Sandy
- 4080 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 1791 Hurricane Ike
- 1786 Hurricane Gustav
- 1780 Hurricane Dolly
- 1679 Tornadoes
- 1676 MO Winter Storms
- 1665 NY Snowstorm
- 1603 Hurricane Katrina

EDUCATION

Rollins College, Crummer School of Business
Master of Business Administration, 2006

Rollins College
Bachelor of Arts, Economics, 2003

The jurisdictions of Hays County, Caldwell County, and the City of Houston were among the many Texas communities impacted by the torrential rainfall in May of 2015. Tetra Tech was activated by the aforementioned communities to provide program management and disaster debris monitoring services. Mr. Yao served as a senior management and data oversight manager for the Texas projects. He supported the projects by developing health and safety plans and verifying the projects met the project operations, timeline, deliverable, and budget standards for Tetra Tech.

Mr. Yao has also served as senior management and data oversight/manager on the following projects:

- Blount County; Limestone County, Alabama | Severe Storms and Tornadoes Disaster Debris Program Management (May 2014–August 2014)
- Boulder County, Colorado | Severe Flooding Disaster Debris Program Management (March 2014–October 2014)
- South Carolina | Winter Storm Pax Disaster Debris Program Management (February 2014–June 2014)
- New Jersey Department of Environmental Protection | Hurricane Sandy Waterways Debris Removal Program Management (February 2013–January 2014)
- City of Rapid City, South Dakota | Winter Storm Atlas Debris Program Management (October 2013–December 2013)
- City of Sioux Falls, South Dakota | Severe Winter Storm Debris Program Management (April 2013–August 2013)
- Bastrop County, Texas | Wildfire Disaster Program Management (September 2011–August 2013)
- Borough of Sayreville, New Jersey | Hurricane Sandy Disaster Debris Program Management (November 2012–January 2013)
- State of Connecticut | Hurricane Sandy Disaster Debris Program Management (October 2012–December 2012)
- City of New Orleans, Jefferson Parish, and St. John the Baptist Parish, Louisiana | Hurricane Isaac Debris Program Management (August 2012–December 2012)
- Henrico County, Virginia | Hurricane Irene Disaster Debris Program Management (August–December 2011)
- Dare County, North Carolina | Hurricane Irene Debris Management Services (August–December 2011)
- City of New Orleans, Louisiana | Hurricane Katrina Residential Demolition Program (April 2011–Ongoing)
- City of Houston, Texas | Hurricane Ike Disaster Debris Program Management (September 2008–September 2011)
- City of Galveston, Texas | Hurricane Ike Disaster Debris Program Management (September 2008–September 2010)
- Harris County, Texas | Hurricane Ike Disaster Debris Program Management (September 2008–October 2009)

Debris Management Consultant (April 2015–June 2015)

Sarasota County, Florida | Pre-Event Disaster Planning Services

Mr. Yao served as a debris management subject matter expert and assisted Sarasota County, Florida with the development of their scope of services for disaster debris removal services. As part of the County project team, Mr. Yao also assisted in responding to vendor questions and developing an analysis of vendor rates.

Debris Management Consultant (April 2015–September 2015)

City of Winter Springs, Florida | FEMA-Compliant Disaster Debris Management Plan

Mr. Yao assisted the City in developing their first DDMP in 2007. As such, the City requested Mr. Yao's assistance in updating the City plan to meet current FEMA guidelines as well as compliance under the FEMA Public Assistance Alternative Procedures (PAAP) Pilot Program. Mr. Yao collaborated with the City to update their DDMP. Mr. Yao also facilitated a force account workshop to train the City's key staff on updated documentation policies and procedures as they relate to force account labor and equipment.



Richard Hainje

Senior Advisor, Post Disaster Programs

EXPERIENCE SUMMARY

Mr. Hainje has spent his entire career in emergency management and has been involved in the deployment of almost every disaster over the last 30 years, including hurricanes, tornados, snow storms, and floods. He maintains strong relationships with state and federal partners, serves in a very critical role where he is involved in every stage of the disaster recovery process with every client, and has a deep passion for working with and assisting government entities with Federal Emergency Management Agency (FEMA) guidelines and federal funding. As a member of Tetra Tech's Incident Management Team (IMT), Mr. Hainje is dedicated to responding to our stand-by clients as part of the team deployed to the impacted region and focuses on providing senior management oversight to clients prior to or immediately after a disaster. His extensive experience working with senior first responders as well as local, state, and federal elected officials during times of crisis has included providing full briefings to the president of the United States five times at the scene of major disaster operations.

As former regional administrator of FEMA Region VII for eight years, Mr. Hainje was responsible for the preparedness, response, recovery, and mitigation of all disasters in Kansas, Iowa, Nebraska, and Missouri, and led the region through 60 presidentially declared disasters. Over the last 10 years, Mr. Hainje has supervised major emergency operations in Connecticut, Florida, Mississippi, Missouri, Iowa, Nebraska, and Kansas.

While serving as regional administrator, Mr. Hainje was responsible for creating a long-term community recovery (LTCR) process for FEMA Region VII. This special program provides heavily impacted communities the opportunity to go through a FEMA-sponsored planning process after a catastrophic incident. The LTCR process was used in Greensburg, Kansas, to help the community plan for a new "green" future. The Greensburg, Kansas, recovery is a model for disaster recovery and the subject of televised documentaries/specials on major networks.

Mr. Hainje was the director of operations for Hurricane Charley, which struck Florida in 2004. He was responsible for the entire Florida operations division, which at the time was the largest deployment in FEMA's history. Following the four hurricanes that struck Florida, Mr. Hainje served as director of emergency housing, which was the largest emergency housing operation in more than a decade.

Due to the devastating effects of Hurricane Katrina in 2005, Secretary Chertoff chose principal federal official (PFO) teams for the 2006 hurricane season. Mr. Hainje was asked by Secretary Chertoff to serve as the deputy Principal Federal Official for the Mid-Atlantic States. Mr. Hainje was involved with every aspect of preparation for all of the states from Georgia to

YEARS OF EXPERIENCE

30 years

AREA OF EXPERTISE

- Policy/Government Affairs
- Local, State, and Federal Disaster Response and Recovery Funding
- Post-Disaster Emergency Housing
- Grant Writing, Administration, and Implementation
- Regional Response
- Commodity Distribution
- Homeland Security
- Emergency Management and Response

GRANT EXPERIENCE

- FEMA Public Assistance
- Hazard Mitigation Grant Program
- Community Development Block Grant Program

TRAINING/CERTIFICATIONS

- Incident Command System
- Extensive Chief Fire Officer National Fire Academy Course Work
- Former Emergency Medical Technician

EDUCATION

Mid American Nazarene University
Bachelor of Arts, Management and Human Relations, 2008

Killian College
Associate of Science, Fire Science, 1994

Delaware. In preparation for the 2006 hurricane season, Mr. Hainje led major hurricane exercises in FEMA Region IV and FEMA Region III.

Mr. Hainje also led the response, recovery, and mitigation for the historic 2008 Midwest flooding event. At the peak, Mr. Hainje was in charge of over 1,000 FEMA employees deployed to this event, briefed the Midwest governors and the president of the United States, as well as many U.S. senators and congresspersons.

Mr. Hainje is an essential member of Tetra Tech's senior management team and is actively involved in the interaction with every client following every activation, including being present in Joint Field Office (JFO) and engaging with officers to understand the nature of every disaster.

RELEVANT EXPERIENCE

Subject Matter Expert (October 2017 – Present)

City of Houston, Texas | Hurricane Harvey FEMA PA Consulting Services

Hurricane Harvey struck Texas in late August 2017 causing widespread flooding that damaged homes, businesses, and municipal infrastructure. Mr. Hainje is serving as subject matter expert and is working directly with the City of Houston's Recovery Leadership Group in developing a strategy for accessing federal and state grant programs for infrastructure and housing programs. Mr. Hainje has performed site damage assessments and formulation of project worksheets for damaged infrastructure. He is also assisting with identifying 404/406 mitigation projects.

Senior Technical Advisor (November 2017 – December 2017)

Various Communities along Florida's Gulf Coast | Hurricane Irma Disaster Debris Monitoring Operations

Following Hurricane Irma, Mr. Hainje served as senior technical advisor to various communities along Florida's Gulf Coast, including the Cities of Tampa and Clearwater, and Collier County. Mr. Hainje routinely met with City/County officials and provided subject matter expertise related to debris removal operations, and reimbursement guidelines.

Senior Technical Advisor (October 2013-December 2014)

Boulder County, Colorado | Full Services Disaster Grant Management Consulting

Mr. Hainje is currently serving as senior technical advisor to Boulder County, Colorado, following the devastating floods that occurred in September 2013.

Principal in Charge (August 2010 – March 2013)

State of South Dakota | FEMA PA Closeout Services

As principal in charge, Mr. Hainje oversaw the PA closeout contract, which involved closing out over 200 project worksheets related to public utilities.

Principal in Charge (July 2010 – September 2013)

Port of Galveston, Texas | Federal Grant Administration

Mr. Hainje is assisting the Port of Galveston on a number of reimbursement-related issues. With Mr. Hainje's assistance, the Port of Galveston has received more than \$40 million in additional federal funding associated with permanent repairs to several of the port's piers following damage from Hurricane Ike in 2008.

Senior Advisor (January – September 2011)

Texas Department of Transportation | Comprehensive FEMA PA and Federal Highway Administration

Mr. Hainje worked with the Texas Department of Transportation (TxDOT) and FEMA to resolve a number of outstanding projects, allowing TxDOT to receive millions in eligible funding.



Kerri O'Dell Regional Manager

EXPERIENCE SUMMARY

Ms. O'Dell serves as high-level project manager for Tetra Tech and possesses over a decade of disaster preparedness, emergency planning, and disaster response and recovery experience. Ms. O'Dell excels in delivering projects on time and within budget. She has assisted numerous local, state and private sector businesses with active shooter assessment; emergency operations planning; continuity of operations planning (COOP); exercise design, implementation and evaluation; and recovery planning. Ms. O'Dell is also experienced in providing disaster debris monitoring services, including mobilizing support teams; assisting with staging operations; and managing the scheduling, dispatching and logistics operations of debris cleanup for some of the nation's worst natural disasters.

In addition, Ms. O'Dell is highly knowledgeable of federal, state, and local emergency agencies and programs, as well as funding sources and reimbursement procedures, having served as project manager on several of the firm's debris monitoring and emergency management planning projects. She has also been responsible for the development of numerous disaster debris management plans (DMPs) that have been approved for the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Pilot Program.

FEATURED PROJECT MANAGEMENT EXPERIENCE

Active Shooter Assessments

Me. O'Dell manages the Federal Aviation Administration (FAA) active shooter project to develop an enterprise-wide gap assessment of its current efforts related to preparedness, response and recovery efforts in an active shooter incident. The assessment of the FAA's nation preparedness efforts and capabilities related to an active shooter incidents include identification of gaps in program areas of capability, planning, continuity of operations, and training and exercises. Ms. O'Dell is working with the team to provide overarching recommendations that will be used in the implementation plan that ensures a robust national practice model to standardize efforts among the different regions. The recommendations will provide scalable guidance to minimize the likelihood and consequences of these events as well as integrate external stakeholders that have responsibility, authority and/or capabilities that support the prevention of, response to and recover from active shooter incidents.

Security and Emergency Preparedness Program Sustainment Metropolitan Atlanta Rapid Transit Authority (MARTA)

Ms. O'Dell serves as the project manager for the MARTA security and emergency preparedness program sustainment project. Ms. O'Dell directs activities for all tasks under the contract including tabletop, functional and full-scale exercises; the development of continuity of operations, emergency

YEARS OF EXPERIENCE

13 Years

AREA OF EXPERTISE

Project Management
Recovery Planning
Exercise Design and Implementation
COOP Planning
Disaster Management Planning
Disaster Response and Recovery Operations
FEMA Compliance Monitoring and Oversight

TRAINING

IS-00700: NIMS and Introduction
IS-00546: Continuity of Operations Awareness Course
HSEEP
TS-13: Intro to the Federal Highway Administration Emergency Relief Program
TS-12: Intro to the USDA-NRCS Watership Protection Program

EDUCATION

University of Central Florida
Bachelor of Science, Finance,
2002

operations and security and emergency preparedness plan; station action plans: treat and vulnerability assessments; and more. Ms. O'Dell oversees the development of exercises that consisted in more than 200 attendees including MARTA personnel and regional stakeholders that support MARTA. Ms. O'Dell works with the exercise and planning team to ensure quality products in the allotted timeframe.

Disaster Debris Trainings and Exercises

Chester County, Pennsylvania

Ms. O'Dell currently serves as the project manager for Chester County, PA disaster debris training and exercise project. Ms. O'Dell oversaw the training of key staff on disaster debris management as well as the fundamentals of their debris management plan. Ms. O'Dell oversaw the design and implementation of a customized exercise series which consisted of the County and municipalities within the County. In addition, she oversaw the development of a RFP that the County can utilize when procuring disaster debris contractors.

Emergency Management Planning, Exercises and Senior Leadership Seminars

Metro Atlanta UASI, Georgia

Ms. O'Dell was the project manager on the development of the Tactical Operations Annex to the Regional Evacuation Coordination Plan. The annex focused on developing evacuation procedures for the Metro Atlanta Region. The annex includes emergency evacuation operations, communications interoperability, traffic management, and special needs components for the Metro Atlanta UASI. Ms. O'Dell ensured that all timelines were met and this project also included training and outreach seminars for each jurisdiction before the functional exercise. Ms. O'Dell served as a senior controller for the evacuation functional exercise to validate strengths and identify areas for improvement. Ms. O'Dell also co-facilitated a senior leadership seminar for the region's senior elected officials and their staffs.

Preparedness Planning, Training and Exercises

Metropolitan Atlanta Rapid Transit Authority (MARTA)

Ms. O'Dell served as the project manager for the MARTA business continuity plan and exercise program. Ms. O'Dell conducted on-site consultations, working group sessions, and a plan walkthrough. Ms. O'Dell delivered a series of workshops to train key staff members on how to use the newly developed plan. Ms. O'Dell oversaw the design and implementation of a custom training program for all 14 MARTA line departments and their senior leadership team and the MARTA COOP tabletop exercise for over 150 participants. She also oversaw the MARTA COOP functional exercise designed to test MARTA's updated plans and continuity capability.

Emergency Preparedness Plans

Administrative Office of the Illinois Courts

Ms. O'Dell served as the project manager for the Administrative Office of the Illinois Courts (AOIC) to plan for and develop emergency preparedness plans consistent with the Supreme Court's directives for the 23 Circuit Courts and their approximately 100 courts in Illinois. Ms. O'Dell worked closely with the AOIC and guide and provide technical assistance to the AOIC and the Chief Circuit Judges throughout the planning and development of the circuit plans.

Recovery Planning Services

Brunswick County, North Carolina

Ms. O'Dell served as the project manager for the Brunswick County recovery plan project, where she was responsible for the day-to-day activities of the project. She recently co-facilitated 16 recovery function working group sessions. During the sessions, baseline information was gathered and will be used in developing the plan. Ms. O'Dell was responsible for the ability to complete the project in six months and submit all deliverable on time.



Simon Carlyle Project Manager

EXPERIENCE SUMMARY

Mr. Simon Carlyle has been directly involved in all phases of disaster recovery efforts, and has developed significant knowledge of federal, state, and local regulations, allowing him to provide program and project management in response to some of the largest debris-generating disasters in the nation, including Hurricanes Irma, Harvey, Matthew, Isaac, Irene, Katrina, Rita, Wilma, Gustav, Ike, and Sandy as well as numerous ice storms, wildfires, flooding events, and other natural disasters.

FEATURED EXPERIENCE

Regional Manager (September 2017 – Ongoing)

Multiple Clients in the State of Florida | Hurricane Irma

Hurricane Irma was the most powerful storm to make landfall in Florida since Hurricane Wilma in 2005. In the immediate aftermath, Mr. Carlyle was deployed to the Gulf Coast of Florida, serving as a regional manager for nearly 20 Cities and Counties including:

- Hillsborough County
- Pasco County
- Pinellas County
- City of Clearwater
- City of Dunedin
- City of Pinellas Park
- City of St. Petersburg
- City of Tampa
- Sarasota County
- Orange County

As regional manager, Mr. Carlyle is responsible for communicating with City and County administrators, scheduling debris removal operations, overseeing training, project staffing and data management, ensuring that debris and documentation remains accurate, representing clients in meetings with State and Federal officials, and coordination between County and City/Town government.

Regional Manager (August 2017 – Ongoing)

Multiple Clients in the State of Texas | Hurricane Harvey

In the wake of Hurricane Harvey, Mr. Carlyle was immediately deployed to the State of Texas, serving as a regional manager for multiple communities damaged by the storm. During the initial ramp-up of debris operations, Mr. Carlyle worked directly with impacted Cities, Counties, and respective communities, scheduling debris removal operations and task orders, and communicating all project matters related to the County's cities and towns to City and County staff. These clients included:

YEARS OF EXPERIENCE

12 Years

AREA OF EXPERTISE

- Disaster Debris Management
- Private Property Programs
- Leaner/Hanger Programs
- FEMA Reimbursement
- Debris Site Permitting
- Public Information Campaigns
- Project Staffing
- Contract Management
- Public Information

GRANT EXPERIENCE

- FEMA PA
- FHWA ER Program
- NRCS

DISASTERS

- 4344 CA Wildfire
- 4337 Hurricane Irma
- 4339 Hurricane Maria
- 4332 Hurricane Harvey
- 4280 Hurricane Hermine
- 4272 TX Severe Flooding
- 4269 TX Severe Flooding
- 4166 SC Winter Storm
- 4115 SD Winter Storm
- 4087 Hurricane Sandy
- 4084 Hurricane Isaac
- 4029 TX Wildfires
- 4024 Hurricane Irene
- 4106 CT Winter Storm
- 3268 NY Snowstorm
- 1791 Hurricane Ike
- 1786 Hurricane Gustav
- 1676 MO Winter Storms
- 1609 Hurricane Wilma
- 1606 Hurricane Rita
- 1602 Hurricane Katrina

TRAINING/CERTIFICATIONS

- OSHA 510: 40-Hour Construction Safety
- OSHA 40-Hour HAZWOPER
- OSHA 7600 Disaster Site Worker
- OSHA 10-Hour Construction Safety

- Brazoria County
- City of Pearland
- City of League City
- City of Pasadena
- City of Dickinson
- City of Corpus Christi
- Nueces County
- County of Orange
- County of Galveston

Project Manager (October 2016 – May 2017)

Beaufort County, SC

Mr. Carlyle's relationship with Beaufort County staff dates back nearly a decade. Thorough annual training meetings, constant communications at times of potential storm impact, and working with County staff review and provide consultation to County staff during development of the County's FEMA approved Disaster Debris Management Plan Mr. Carlyle has developed a unique understanding of the County's post-disaster needs. Prior to Hurricane Matthews impact on the County in October of 2016, Mr. Carlyle worked with County staff to devise a project specific mobilization plan. Throughout the storm's impact, Mr. Carlyle was in regular contact with County staff throughout the storm's impact and was in the County's operation center 12 hours after Storm conditions had surpassed. Mr. Carlyle was embedded in Beaufort County throughout the entirety of the County's recovery operations, serving as project manager for Tetra Tech's entire engagement there. Mr. Carlyle oversaw the removal of over 1.7million cubic yards of debris, the removal of 62,000 hanging limbs and dangerous trees, the execution of 83 Right-of entry agreements, and a waterway debris and vessel removal program.

Project Manager (August-September 2016)

Pasco County, Florida

Mr. Carlyle served as project manager for Tetra Tech's response to Pasco County, Florida following the effects of Hurricane Hermine. Mr. Carlyle responded within 2 hours of the County's initial request for assistance and immediately began developing an operational plan for a County-wide debris estimating survey. Subsequently, Mr. Carlyle coordinated with County staff to schedule debris removal, respond to residential requests, train field staff, direct debris removal crews, establish protocols for collection and reporting, and develop a public information campaign to assist residents with debris collection.

Regional Program Manager (March- August 2016)

Counties of Harris, Montgomery, Waller and Brazoria, Texas

In the spring of 2016, much of Eastern Texas was inundated with two devastating flooding events that inundated the region. As a key member of Tetra Tech's response team, Mr. Carlyle was critical in the immediate coordination of debris removal activities for multiple clients. Mr. Carlyle's main responsibilities included training project staff, coordinating with debris haulers to schedule debris removal, working with the Texas Commission on Environmental Quality to permit temporary debris management sites, establishing reporting protocols and assisting with the development of several unique public information campaigns.

Public Outreach Manager (November 2015 – April 2016)

Lake County, California

As part of Tetra Tech's ongoing recovery program management engagement with Lake County, California, following the devastating wildfires that claimed as many as 1,500 homes. Mr. Carlyle worked closely with County officials to develop and execute a public information campaign designed to attract, inform, and assist residents who wished to apply for a Federal Emergency Management Agency (FEMA)-approved right-of-entry program. Mr. Carlyle was instrumental in the coordinating the communication outreach program to over 12,000 residents on multiple occasions.

Public Information Campaign, Producer (May 2015)

Houston-Galveston Area Council

The Houston-Galveston Area Council (H-GAC) tasked Tetra Tech with the development of a post-event debris segregation public information campaign. Mr. Carlyle worked closely with H-GAC staff to develop informational and instructional graphics in both English and Spanish to be posted on public websites and printed for distribution following a debris-generating event. In addition, Mr. Carlyle produced four separate videos in both English and Spanish to be broadcast on social media and local networks immediately following an event. The coordinated efforts between Tetra Tech, H-GAC, and local governments have been successful in educating the general public post-disaster, thus leading to debris collection efficiencies.

Regional Program Manager (February 2014–June 2014)

City of Sumter, South Carolina; Counties of Barnwell, Colleton, Dorchester, Hampton, and Sumter, South Carolina | Winter Storm Pax Disaster Debris Program Management

Prior to impact of Winter Storm Pax on the Mid-Atlantic Region, Mr. Carlyle mobilized to South Carolina to provide support to our clients. Many communities experienced unprecedented debris quantities as a result of the storm. Mr. Carlyle worked with multiple county and local governments to establish debris removal and incident response plans so they could begin responding to residential needs. Mr. Carlyle worked to execute debris removal and monitoring programs with several communities that previously had no such plan or contract in place. Once a federal declaration was granted, all communities that our team assisted were in position to capture all eligible reimbursement. All our engagements in South Carolina used RecoveryTrac™, our proprietary automated debris management system (ADMS), which allowed for significantly greater accuracy, efficiency, and minimal costs.

Project Manager (April 2013–June 2013)

City of Sioux Falls, South Dakota | Severe Winter Storm Debris Program Management

Immediately following the severe winter storm that struck southeastern South Dakota in the spring of 2013, Mr. Carlyle was deployed to assist the City of Sioux Falls with damage assessments, contract procurement, FEMA reimbursement consulting, and overall program management. Mr. Carlyle oversaw the deployment, activation, and monitor training on over 85 field staff, all using our ADMS units. Additionally, Mr. Carlyle worked closely with the City to set up unique mapping and reporting protocols based on the information that our ADMS database collected. Our ADMS system successfully documented the removal of nearly 30,000 dangerous hanging limbs in the City of Sioux Falls.

Client Manager (August 2012–November 2012)

St. John the Baptist Parish, Louisiana | Hurricane Isaac Disaster Debris Program Management

In anticipation of Hurricane Isaac making landfall in Louisiana, Mr. Carlyle mobilized and immediately responded to the Parish post landfall. Mr. Carlyle helped the Parish address and identify primary areas of concern, identify temporary disposal site locations, and establish protocols for a FEMA-approved modified property debris removal. Mr. Carlyle worked closely with the Parish's public information officer to develop daily press briefings and assisted with the Parish's overall public information campaign. Mr. Carlyle also facilitated initial coordination meetings with FEMA officials, state representatives, and the Parish's hauler. Mr. Carlyle followed through on our team's promise to the Parish and staffed entirely local Parish residents for the disaster recovery monitoring program.

Project Manager (September 2011–May 2012)

Bastrop County, Texas | Wildfire Disaster Program Management

Following the largest and most damaging wildfire in Texas history, Mr. Carlyle led our team of experts in initializing Bastrop County's recovery effort. Mr. Carlyle was integral in obtaining expedited project worksheets, coordinating with FEMA to develop disaster-specific documentation protocols, initiating a private property debris removal program, and orchestrating interlocal coordination with county municipalities, electrical co-ops, and regulatory agencies.

Senior Oversight (August–October 2011)**State of North Carolina | Hurricane Irene Disaster Debris Program Management**

Mr. Carlyle helped our clients prepare for Hurricane Irene days prior to impact. After the storm's impact, Mr. Carlyle provided senior oversight for all 16 of our team's North Carolina clients that were affected by Hurricane Irene. Mr. Carlyle oversaw a variety of projects, including right-of-way debris removal and disposal, removal of dangerous hanging limbs and leaning trees, residential debris disposal, FHWA debris segregation, and FEMA reimbursement for the aforementioned projects.

Project Manager (September 2008–October 2009)**City of Galveston, Texas | Hurricane Ike Program Management of Debris Removal from Subsurface Stormwater Management System**

Following the initial right-of-way debris removal program in the City of Galveston, Mr. Carlyle was mobilized to set up protocols and manage Hurricane Ike-related debris removal from subsurface storm drains and the removal of trees that had been rendered lifeless due to saltwater intrusion. Mr. Carlyle worked closely with the City's public works and engineering departments as well as FEMA to establish documentation protocols that would satisfy FEMA requirements and minimize paperwork and costs to the City of Galveston.

Quality Assurance/Quality Control (November 2007–November 2008)**City of New Orleans, Louisiana | Hurricane Katrina Residential Demolition Program**

As part of the project team for the demolition program, Mr. Carlyle was responsible for ensuring all utilities were shut off and all required paperwork was complete prior to demolition.

Project Manager (February 2006–August 2006)**City of Waveland, Mississippi | Hurricane Katrina Public and Private Property Debris Removal Program Management**

The City of Waveland is considered by many to be "ground zero" of Hurricane Katrina, which made landfall on August 29, 2005, as a Category 4 hurricane with sustained winds of 145 miles per hour. Mr. Carlyle helped to initiate the City of Waveland's right-of-way debris removal operation and right-of-way leaner and hanger removal program and to coordinate debris removal from City parks.

Project Manager (January 2007–July 2007)**Greene County, Missouri | Winter Storm Disaster Debris Program Management**

Following a devastating snowstorm in the South Ozarks region of Missouri, Mr. Carlyle oversaw the truck certification process, identification and permitting of debris management site locations, project staffing, all collection and disposal monitors, data entry, and contractor invoice reconciliation. Mr. Carlyle provided support to the data management team and input for the daily e-mails sent to keep Greene County staff informed of key statistics. Mr. Carlyle also granted numerous television interviews and facilitated town hall meetings to keep residents informed of recovery efforts.

Project Manager (October 2006–January 2007)**Town of Amherst, New York | Snowstorm Disaster Debris Program Management**

Mr. Carlyle was responsible for every aspect of debris removal monitoring, including mobilizing truck certification teams and temporary disposal site monitors.

Project Manager (October 2005–February 2006)**City of Miramar, Florida | Hurricane Wilma Disaster Recovery Services**

Mr. Carlyle deployed an immediate response team to provide storm debris cleanup and recovery planning in response to Hurricane Wilma. Mr. Carlyle also successfully managed multiple debris-hauling contractors within the City of Miramar, ensuring that there was no duplication of effort.


TETRA TECH

Will Barton Operations Manager

EXPERIENCE SUMMARY

Mr. Will Barton is a trained project manager for Tetra Tech who has served on various projects throughout the country in recent years. Through his work at Tetra Tech, Mr. Barton has developed an extensive understanding of federal, state, and local regulations, protocols, processes, and guidance with respect to homeland security response, and recovery.

Mr. Barton is also a trusted Information Security Advisor and Information Technology Executive, with 15+ years' experience in both the enterprise and financial institution space. He has excellent team building skills, and knowledge of FFIEC and HIPPA regulations as they pertain to security compliance.

RELEVANT EXPERIENCE

Regional Project Manager

Broward County | Hurricane Irma

Eight contracts were activated throughout Broward County following Hurricane Irma. Mr. Barton was assigned to the region to oversee the project managers and their programs. As the senior manager overseeing debris removal operations that spanned a region of over 1 million residents, Mr. Barton's primary responsibilities included overseeing 16 separate debris hauling contracts, proper segregation at disposal sites used by multiple municipalities, data and reporting integrity, staffing and training.

Operations Manager (October 2016 – May 2017)

Hilton Head Plantation | Hurricane Matthew

In October 2016, the Town took a serious blow as they eye of Hurricane Matthew passed 20 miles to the east. Hurricane Matthew's heavy rains caused power outages, flooding, and extensive damage making parts of the island inaccessible by vehicle. Among many tasks, Mr. Barton is responsible for verifying that monitors retain their training and will respond to issues as they arrive in the field, as well as the management of locally hired additional supervisors and field monitors, project timeline, and current tasking. **Mr. Barton oversaw the removal of over 2.1 million cubic yards of debris.**

Task Force Leader (August 2016 – October 2016)

CalRecycle | Erskine Fire Remediation

In 2015 and 2016, El Niño caused dry conditions resulting in above-normal wildfire danger in California. The Erskine fire was a wildfire that began on June 23, 2016 in the Lake Isabella area of Kern County. The Erskine fire was the second-most destructive fire of the California wildfire season that year, burning nearly 50,000 acres, and destroying over 100 buildings. Mr. Barton was responsible for the quality control of debris site/tower monitors, field coordinators, and project inspectors and ensuring that all documentation captured is compliant for reimbursement during debris removal operations.

YEARS OF EXPERIENCE

4 years in debris monitoring
15 years total

AREA OF EXPERTISE

- Disaster Debris Management
- Right-of-Way Debris Removal
- FEMA Compliance Monitoring
- Supervision of Field Operations
- Risk Management
- Regulatory Compliance

DISASTERS

- Hurricane Irma
- Hurricane Matthew
- Erskine Wildfire
- 2016 Louisiana Flooding

EDUCATION

Louisiana State University
B.S., Business
Administration

Data Manager (August 2016 – Ongoing)**Ascension Parish, Louisiana | Severe Storms and Flooding**

In August 2016, prolonged rainfall in southern Louisiana resulted in catastrophic flooding that submerged thousands of houses and businesses. As data manager, Mr. Barton was responsible for reporting and quality assurance/quality control of all automated debris management system (ADMS) documentation in the field along with storing the documentation in preparation for future audits. Mr. Barton was responsible for validating documentation and metrics being reported as accurate and on-schedule.



Franklyn Hall Field Supervisor

EXPERIENCE SUMMARY

Mr. Franklyn Hall is a management professional versed in all aspects of operations management, from scheduling and finance to production and marketing. He possesses exceptional communication, organizational and presentation capabilities.

Mr. Hall recently joined the Tetra Tech team in response to Hurricane Irma, where he has served as a project manager. His past management experience allowed him to quickly adapt to the operations of a debris site, and has successfully implemented and led a debris management project in Florida.

RELEVANT EXPERIENCE

Project Manager (September 2017 – Ongoing)

City of Pembroke Pines, FL | Hurricane Irma

Mr. Hall served as a project manager for the City of Pembroke Pines, as a result of the damages caused by Hurricane Irma. As a local resident, Mr. Hall is intimately familiar with the region, and utilized his past management experience to manage the coordination of debris operations. In total, Mr. Hall led a team of local monitors in removing a total of 226,000 cubic yards of debris. Additionally, Mr. Hall's responsibilities as project manager included:

- Performing regular job site observations to provide direction for all personnel and city staff
- Reporting the quality of performance on site to all area managers
- Training and promoting continued education for all onsite crew members
- Preparing regular interval progress reports
- Oversight of the entire field operation process, while enhancing communication between all contractors and city staff.
- Conducting weekly production and operations contractor meetings, which facilitated stronger communication and the ability to resolve critical issues

YEARS OF EXPERIENCE

12 years

1 year debris monitoring experience

AREA OF EXPERTISE

- Disaster Debris Program Management
- Field Safety & Training
- Finance
- Data Quality Assurance

GRANT EXPERIENCE

- FEMA PA Program

DISASTERS

- Hurricane Irma



Paris Atkinson Data Manager

EXPERIENCE SUMMARY

Ms. Paris Atkinson is a senior data manager and billing/invoice analyst, where her responsibilities include data management, management of monitoring documentation for the Federal Emergency Management Agency (FEMA), invoice reconciliation, and the use of our automated debris management system (ADMS). She has extensive experience on all aspects of program data management up to and including project closeout and post-closeout audit support. Ms. Atkinson possesses knowledge and understanding of federal grant programs, including the Federal Highway Administration (FHWA) Emergency Relief (ER) Program and FEMA Public Assistance (PA) Program.

FEATURED EXPERIENCE

Billing/Invoice Analyst (May 2015 - Ongoing)

City of Houston, Texas | Severe Storms and Flooding Disaster Debris Program Management

Ms. Atkinson served as billing/invoice analyst for the City of Houston, Texas following severe storms and flooding that resulted in 300,000 cubic yards of disaster debris in the City. Ms. Atkinson worked alongside the data manager of the FEMA funded destruction relief program for the City, and also assisted with the daily input of collection logs and data documentation.

Senior Data Manager (October 2015–Ongoing)

Lake County, California | Valley Fire Disaster Debris Program Management

Lake County, California was one of the counties severely impacted by the Valley Fire, which burned over 76,000 acres across Lake, Napa, and Sonoma Counties prior to being fully contained. Tetra Tech was retained by the County to provide program management and debris monitoring services. In addition to a right-of-way debris and hazardous tree removal program, the County also initiated a selective private property debris removal (PPDR) program. One of the unique aspects of the County is the enormous trees along the right-of-ways. Thousands of fire hazard trees were identified throughout the County that, though located on private property, could post a threat to County maintained roads. As a result, the County initiated a selected PPDR program to address standing dead trees on private property that could impact County roads. Ms. Atkinson served as a senior data manager and was responsible for FEMA compliance management, including QA/QC of data and managing the documentation.

YEARS OF EXPERIENCE

11 Years

AREA OF EXPERTISE

- FEMA Reimbursement and Audit Support
- Reimbursement Policies and Procedures
- RecoveryTrac™ ADMS
- Data Management
- Debris Monitoring Compliance
- Vessel Removal
- Leaner and Hanger Removal
- Invoice Reconciliation

GRANT EXPERIENCE

- FEMA PA
- FHWA ER

DISASTERS

- Collier County FL Severe Storms
- 4240 CA Valley Fire
- 4225 TX Flooding
- 4223 TX Flooding
- 4166 SC Winter Storm
- 4165 GA Winter Storm
- 4145 CO Flooding
- 4087 Hurricane Sandy
- 4080 Hurricane Isaac
- 4046 CT Winter Storm
- 4029 TX Wildfires
- 3268 NY Snowstorm
- 1609 Hurricane Wilma

EDUCATION

University of Florida
Bachelor of Science,
Psychology, 2005

Senior Data Manager (May 2015–Ongoing)**Hays County; Caldwell County; City of Houston, Texas | Severe Storms, Tornadoes, Straight-Line Winds, and Flooding Program Management**

The jurisdictions of Hays County, Caldwell County, and the City of Houston were among the many Texas communities impacted by the torrential rainfall in May of 2015. Tetra Tech was activated by the aforementioned communities to provide program management and disaster debris monitoring services. Ms. Atkinson served as the senior data manager for the Texas projects. She supported the projects by managing the data team in the field; providing FEMA compliance management, including QA/QC of right-of-way load collection; and managing the documentation for all hazardous tree and hanger removal. Ms. Atkinson also provided ADMS and database support for all staff members. Hays County has an ongoing PPDR program for which Ms. Atkinson continues to provide data management support.

Senior Data Manager (January 2016–February 2016)**Collier County, Florida | Severe Storm and Straight Line Wind Debris Program Management**

Collier County, FL was impacted in January by a severe storm with measured winds as high as 83 mph. The storm caused significant arboreal damage to the County, so much so that the County chose to activate their disaster debris removal contractors and Tetra Tech. Ms. Atkinson provided program management and debris monitoring services to the County, which included ADMS technology implementation, quality assurance (QA)/quality control (QC) of data, multiple reporting functions, management of debris pile reported data and citizen concerns, contractor reconciliation and invoicing, and final project closeout.

Project Manager (December 2015–Ongoing)**State of Connecticut | Financial Recovery Services, FEMA Public Assistance**

The State of Connecticut has retained Tetra Tech to perform a secondary review of FEMA PA and FHWA-ER related funding that was obligated as a result of Winter Storm Alfred (FEMA-DR-4046). Due to a recent decision on the FEMA eligibility of reduction, final hauling, and final disposal costs, each town/city that applied for and received FEMA PA funding as well as FHWA ER funding must be reviewed to determine if appropriate funding has been obligated. Ms. Atkinson is responsible for reviewing the FEMA PA and FHWA grant documentation; ensuring reduction, final hauling, and final disposal costs have been reimbursed; and identifying any additional charges not captured by FEMA.

Debris Subject Matter Expert (March 2014– September 2014)**Montgomery County, Pennsylvania | Multi-Jurisdictional DDMP**

Ms. Atkinson served as a debris subject matter expert and supported Montgomery County in establishing and implementing a multi-jurisdictional debris management planning program. Ms. Atkinson and the project team developed a debris management strategy based on the assessment of the County's existing resources, landfill and disposal capacity, and debris management site options. Ms. Atkinson also assisted in the development of multiple debris forecast models to estimate the resulting debris volumes following a disaster as well as the County's capacity to address debris using internal equipment and resources.

Data Manager and Debris Management Consultant (March 2014–Ongoing)**Boulder County, Colorado | Severe Flooding Disaster Debris Program Management**

Ms. Atkinson is currently serving as data manager for Boulder County, Colorado following the severe flooding that affected the state in September 2013. Ms. Atkinson is responsible for managing invoice reconciliation with the debris contractor; creating custom reports for Boulder County; managing the data team in the field; providing FEMA compliance management, including QA/QC of right-of-way load collection; and managing the documentation for all hazardous tree and hanger removal. Ms. Atkinson also provides ADMS and database support for all staff members. Additionally, Ms. Atkinson assists with management of the FHWA-ER program for the County.

Data Manager (May 2014–August 2014)**Blount County; Limestone County, Alabama | Severe Storms and Tornadoes Disaster Debris Program Management**

Ms. Atkinson served as data manager for two counties in Alabama following severe storms and tornadoes that affected the area in May. Ms. Atkinson was responsible for managing invoice reconciliation with the debris contractor; managing the data team in the field; providing FEMA compliance management, including QA/QC of right-of-way load collection; and managing the documentation for all hazardous tree and hanger removal.

Data Manager (February 2014–July 2014)**Barnwell County; Colleton County; Dorchester County; Sumter County, South Carolina; City of Sumter, South Carolina; City of Augusta, Georgia | Winter Storm Pax Disaster Debris Program Management**

Ms. Atkinson served as data manager for six municipalities in the states of South Carolina and Georgia following Winter Storm Pax. Ms. Atkinson was responsible for managing invoice reconciliation with the debris contractor; managing the data team in the field; providing FEMA compliance management, including QA/ QC of right-of-way load collection; and managing the documentation for all hazardous tree and hanger removal. Ms. Atkinson also provided ADMS and database support for all staff members.

Data Manager (February 2013–April 2014)**New Jersey Department of Environmental Protection | Hurricane Sandy Waterways Debris Removal Program Management**

Ms. Atkinson served as data manager following Hurricane Sandy, where she was responsible for the management and data creation of vessel removal tracking in New Jersey waterways, photo management of vessel removals, data management and tabulation, monitoring document compliance, monitoring the removal of vessels in accordance with legal requirements established, and database support for staff.

Data Manager (August 2012–February 2014)**St. John the Baptist Parish, Louisiana | Hurricane Isaac Disaster Debris Management Program**

Ms. Atkinson served as data manager, where she provided invoice reconciliation, data export creation, data center management, document compliance monitoring, management of hazardous tree and hanger photo documentation, and database support for staff. Ms. Atkinson also monitored data to ensure FEMA compliance in the field and the managed us of our ADMS.

Data Manager (January 2013–March 2013)**Borough of Sayreville and the Township of Ocean, New Jersey | Hurricane Sandy Disaster Debris Management Program**

As data manager, Ms. Atkinson was responsible for managing hazardous tree and hanger photo documentation, invoice reconciliation, data export creation, data management and tabulation, monitoring document compliance, and database support for staff. She was also responsible for reimbursement support and training on our ADMS.

Data Manager (November 2012–January 2013)

State of Connecticut; Cities of Greenwich, Milford, New London, Woodbridge, Connecticut; and the Towns of Bethany, Fairfield, Weston, Connecticut | Hurricane Sandy Disaster Debris Management Program

Ms. Atkinson provided invoice reconciliation, data export creation, data management and tabulation, document compliance monitoring, and database support for staff.

Data Manager (December 2012)

Jersey City Housing Authority, New Jersey | Hurricane Sandy Disaster Debris Management Program

Ms. Atkinson managed invoice reconciliation, data export creation, data management and tabulation, monitoring document compliance, database support for staff, and reimbursement support.

Data Manager (September–November 2012)

Jefferson Parish and the City of New Orleans, Louisiana | Hurricane Isaac Disaster Debris Management Program

Ms. Atkinson served as data manager following Hurricane Isaac, where she was responsible for call center management, data center management, document compliance monitoring, management of hazardous tree and hanger photo documentation, database support for staff, and data monitoring to ensure FEMA compliance in field.

Project Manager (July 2012–September 2012)

Lake County, Florida | FEMA-Compliant Disaster Debris Management Plan

In August 2012, she assisted Lake County, Florida, with the development of a FEMA-compliant disaster debris management plan. In addition, she assisted the County in developing a scope of services for their request for proposal for debris contracting, where a large focus was on helping complete the debris hauling request for proposal and guiding the County through the bid process.

Data Manager (July 2012–August 2012)

Clay County, Florida | Tropical Storm Debby Disaster Debris Management Program

Ms. Atkinson was responsible for data entry, tabulation, data management of compliance documentation, and the organization of collection and disposal data.

Operations Manager and Data Manager (October 2006–January 2007)

City of North Tonawanda and Tonawanda, NY | New York Severe Winter Storm Debris Management Program

Ms. Atkinson served as operations manager and data manager following the New York Severe Winter Storm, where she was responsible for the supervision, support, and evaluation of field staff; documentation compliance; management of hazardous tree and hanger photo documentation; and validation of FEMA compliance in the field.

Operations Manager and Data Manager (February 2006–August 2006)

Collier County, Florida | Hurricane Wilma Disaster Waterways Debris Removal Program Management

Ms. Atkinson served as operations manager and data manager for Collier County, Florida, following Hurricane Wilma, where she was responsible for the supervision, support, and evaluation of field staff; documentation compliance; and ensuring waterway debris removal was compliant with Natural Resources Conservation Service contract specifications. Ms. Atkinson also developed standard operating procedures specific to the waterway debris removal project.

Operations Manager (October 2005–February 2006)

City of Naples and Naples Airport Authority, Florida | Hurricane Wilma Disaster Debris Management Program

Ms. Atkinson served as operations manager following Hurricane Wilma, where she was responsible for the supervision, support, and evaluation of field staff; documentation compliance; management of hazardous tree and hanger photo documentation; and ensuring FEMA compliance in the field.



TETRA TECH

Donald Kunish, CEM Grant Consultant

EXPERIENCE SUMMARY

Mr. Kunish is a Certified Emergency Manager with 19 years of experience and has worked on 47 disasters throughout his career. Currently he provides multiple communities with support to utilize U.S. Government grants to respond, recover and mitigate to natural and manmade disasters across the country. These programs include the management of applications and awarded funding to elevate and buy out residences, build back damaged infrastructure to be more disaster resilient, and work for reimbursement of local governments for response and recovery efforts. In addition to his disaster grant management and response work, Mr. Kunish has been a project manager on numerous disaster debris removal and debris removal monitoring projects and supports communities as they evaluate flooded properties to make substantial damage estimations under the National Flood Insurance Program. He began his career with the State of Florida Division of Emergency Management and worked there for thirteen years serving as the State's Planning Section Chief, Incident Management Team Commander, and Hazardous Material Auditor. Over the past nineteen years Mr. Kunish has responded to disasters from the private and public sector emergency management perspective including hurricanes, floods, ice storms, fires, emergency repatriations, tornadoes, public health epidemics, hazardous material releases and earthquakes.

RELEVANT EXPERIENCE

Project Manager (October 2015–Ongoing)

Richland County, South Carolina | Post Flood Disaster Flood Assistance

Following the flood disaster that impacted Richland County in October 2015, Mr. Kunish supported the management of the county's claims development and administration. Mr. Kunish is currently providing programmatic and implementation support for the FEMA Public Assistance (PA) Grant Program, Hazard Mitigation Grant Program (HMGP), and the Community Development Block Grant Program.

Project Manager (June 2016–December 2016)

Principle-In-Charge (August 2017 – Ongoing)

Fort Bend County, Texas | Substantial Damage Estimation and HMGP Application

In 2016, Fort Bend County experienced flooding of over 1,500 homes as a result of an historic rain event. Mr. Kunish supported the County's efforts to identify, inspect and issue notices for Substantial Damage Estimation (SDE) determination as required to maintain compliance with the National Flood Insurance Program. He also assisted with the County's application process to elevate or buyout 76 properties that were damaged during the flooding event. In 2017, Hurricane Harvey causes another historic flood where many homes that flooded in 2016 were also damaged where Mr. Kunish once again provided support to the County's SDE efforts.

EDUCATION

University of Florida
Bachelor of Arts, Sociology,
Minor in Education

AREA OF EXPERTISE

- Project Management
- Disaster Response
- Disaster Recovery
- Hazard Mitigation
- Emergency Operations
- Hazardous Material Planning
- Duplication of Benefits Recovery

TRAINING/CERTIFICATIONS

- Certified Emergency Manager
- FEMA Professional Development Series
- OSHA 40 Hour Construction Safety
- O-400 Incident Commander
- ICS-100 through ICS-400 Incident Command System
- G-202 Debris Management
- G-137 Exercise Program Manager
- Homeland Security Exercise and Evaluation Program (HSEEP) Exercise Evaluation
- Construction Quality Management (CQM)

YEARS OF EXPERIENCE

19 years

Project Manager (April 2016–June 2016)**Project Manager (August 2017-Ongoing)****Harris County, Texas | Disaster Debris Removal**

Following a record breaking rain event in 2016, Harris County experienced significant residential flooding in which over a 1,000 flooded homes generated over 40,000 cubic yards of debris. The following year the County experience a historical flood caused by Hurricane Harvey where over 30,000 homes were flooded and over 1,500,000 cubic yards of debris removed by the County's contractors, mutual aid and force account forces. In both events Mr. Kunish and his team (50 personnel in 2016 and over 300 personnel in 2017) assisted Harris County to monitor and manage the removal of disaster debris. The County's efforts included the removal of construction and demolition debris, vegetative debris, e-waste, household hazardous waste and white goods. Mr. Kunish also ensured that all activities were done in compliance with Federal and State regulations and documented removal from debris from cradle to grave for invoicing and auditing efforts.

Project/Readiness Manager (October 2016 – January 2017)**Flagler County, Florida | Hurricane Mathew Debris Removal**

Mr. Kunish rapidly deployed over 50 personnel to consisting of fulltime Tetra Tech staff, subcontractors and local hires to monitor the County's debris removal operations. Mr. Kunish provided extensive debris planning and programmatic support as the County initiated their operations. Coordination with FEMA and the State environmental agency on debris disposal sites became a significant part of the operational planning Mr. Kunish provided.

Project Manager (December 2013–Ongoing)**Galveston County, Texas | HMGP and SRL Assistance**

Mr. Kunish assisted Galveston County with its HMGP and Severe Repetitive Loss (SRL) programs following Hurricanes Ike and Gustav, which devastated the county with storm surge. Mr. Kunish served as the project manager in the implementation of the SRL Program, where 121 houses were elevated to mitigate their risk to future flooding. Mr. Kunish also managed the closeout of 150 properties that were bought with funding under the HMGP.

Project Control Specialist (October 2013–August 2016)**Boulder County, CO | Public Assistance Consulting**

Following the flood disaster that impacted Boulder County in September 2013, our team was selected to manage the county's claims development and administration of \$100 Million. Mr. Kunish is currently providing programmatic and application support for the FEMA Public Assistance (PA) Grant Program, Hazard Mitigation Grant Program (HMGP), and the Community Development Block Grant Program.

Project Manager (December 2013–September 2014)**Terrebonne Parrish, LA | Hurricane Katrina CDBG Buyout and Demolition**

The Parrish utilized CDBG-DR funding to buyout and demolish 30 homes in order to redeveloped neighborhoods and eliminate blight that they were experiencing, Mr. Kunish was involved in ensuring compliance CDGB regulations, supporting participant outreach and monitored reporting requirements.

Project Manager (August–September 2012)**Livingston Parish, Louisiana | Hurricane Isaac Debris Removal**

Mr. Kunish served as project manager, where he oversaw and managed the debris collection, segregation, and final disposal to include management of burn pits and coordination with recycling and landfill disposal options.

Project Manager (August–September 2011)**City of Minot, North Dakota | Souris River Flooding - Emergency Levee Removal**

The Souris River flooding displaced over 2,100 households in the City of Minot, North Dakota. To combat the flood waters, emergency levees were placed in strategic locations throughout Ward County. Mr. Kunish oversaw

this project, which consisted of removing the emergency levees and returning the material used to borrow locations for future use. This was completed with over 150 trucks and multiple loading and cleanup crews.

Project Manager (April–July 2011)

Lamar and Limestone Counties, Alabama | Tornadoes Private Property Debris Removal Program Management

The devastation of the 2011 Alabama tornadoes required the activation of the private property debris removal program in Lamar and Limestone Counties. Mr. Kunish served as project manager, where he managed and oversaw the verification of the amount and type of debris to be removed from private property, assigned and managed debris removal crews, and managed final disposal of debris.

Deputy Bureau Chief and various other positions (February 1998 – February 2011)

State of Florida – Division of Emergency Management | Day to Day Emergency Management Operations

Over the span of 13 year, Mr. Kunish's career with the Division covered many emergency management practice areas. Prominent experience during his State of Florida tenure included; administration of the Florida Hazardous Materials Program, administration of the State's Mitigation Bureau that encompassed the hazard mitigation planning program, the State's Hazard Mitigation Plan, the Hazard Mitigation Grant Program and the Hazard Mitigation Assistance (formerly RL, SRL and PDM) Program. Mr. Kunish also worked with the State's growth management programs (including CDBG) to represent the emergency management perspective. This interaction help support Mr. Kunish's involvement in the production of Florida's Regional Evacuation Studies.

Plans Section Chief (April–August 2010)

State of Florida – State Emergency Response Team | Deepwater Horizon Oil Spill

The State Emergency Response Team was activated for a record of 120 days in response to the Deepwater Horizon Oil Spill. Mr. Kunish was instrumental in ensuring Florida maintained a current common operating picture, planned for future operations, and instituted the battle rhythm of the State Emergency Operations Center. At the height of the response, Florida's reconnaissance mission utilized 2 fixed wing aircraft, 5 helicopters, 35 ground teams, and 30 water teams to identify the impacts of the spill.

Incident Management Team Commander (April–August 2008)

State of Florida – State Emergency Response Team | Tropical Storm Fay

The Incident Management Team was responsible for all emergency management-specific field operations for Tropical Storm Fay that resulted in over \$100,000,000 in PA funding. This included organizing, scheduling, conducting, and reporting results to the SERT from all preliminary damage assessments; managing and coordinating all State Emergency Response County Liaisons; managing all Florida Division of Emergency Management Regional Coordinators; and providing public information services.

Incident Management Team Commander (February 2007)

State of Florida – State Emergency Response Team | Lake County, FL Groundhog Day Tornadoes

The 2007 Groundhog Day Tornadoes killed 21 people and damaged over 1,100 homes. Mr. Kunish commanded Florida's Incident Management Team that was responsible coordinating the initial state-level response, implementation of recovery programs, and the coordination between Lake County and the State Emergency Operations Center.



Kalindi Fitch, PMP Grant Specialist

EXPERIENCE SUMMARY

Ms. Kalindi Fitch assists clients in the administration of federal grant programs for disaster recovery and mitigation. Her extensive understanding of the grant administration process, eligibility requirements, regulations, and policies across many federal programs allows clients to maximize reimbursement. She provides oversight throughout the grant administration period and is familiar with application development, environmental review, project and process monitoring, and closeout and audit activities.

Ms. Fitch has assisted clients in applying for funding from multiple federal grant programs such as the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Grant Program, Hazard Mitigation Grant Program (HMGP), and the Community Development Block Grant Disaster Recovery (CDBG-DR) Programs.

RELEVANT EXPERIENCE

Public Assistance Program Manager (April 2016-Present)

Fayette County, Georgia | FEMA - Public Assistance Consulting

Following severe storms, and flooding, during December 2015, Fayette County was one of the communities to receive a disaster declaration in February 2016. The County activated Tetra Tech to provide post-disaster Public Assistance services following the declaration. As the project manager, Ms. Fitch is providing Public Assistance grant application and administration services and technical assistance to the County.

Engagement Manager (October 2015-December 2015)

City of Norman, Oklahoma | FEMA - Public Assistance Consulting

Following tornadoes, severe storms, and flooding, the City of Norman activated Tetra Tech to provide post-disaster services. As engagement manager, Ms. Fitch deployed to the City, to provide PDA support and Post-Disaster Grant advisory services to the community. Ms. Fitch was responsible for the overall management, delivery and implementation of PA consulting services to the City.

Engagement Manager (August 2014-Present)

Napa County, California | Emergency Operations Center (EOC) Staff Augmentation, FEMA – Public Assistance Consulting

Within 48 hours of the 6.0 magnitude South Napa Earthquake, Ms. Fitch was activated by Napa County, California to provide EOC staff augmentation, preliminary damage assessment (PDA) support, and post-disaster grant advisory services to the community. Now in the recovery phase, Ms. Fitch is responsible for the overall management, delivery and implementation of PA consulting services on behalf of Napa County. She works as a team lead along with the project manager and technical staff and has the overall responsibility to drive the completion of the project for the customer in all

EDUCATION

Rollins College, Crummer Graduate School of Business
Master of Business Administration,
Concentrations in Management and Marketing, 2009

Rollins College
Bachelor of Arts, Spanish, 2006

AREA OF EXPERTISE

- EOC Augmentation
- Damage Assessments
- Grant Application Development
- Grant Management
- Program Administration
- Data Collection
- Policy Research

GRANT EXPERIENCE

- FEMA PA
- FEMA HMGP, FMA
- CDBG-DR
- FHWA-ER

TRAINING/CERTIFICATIONS

- FEMA IS 100.b
- FEMA IS 102.b
- FEMA IS 212
- FEMA IS 230.b
- FEMA IS 630
- FEMA IS 393.a
- Six Sigma Green Belt
- Project Management Professional (PMP), 2017

YEARS OF EXPERIENCE

6 years

disaster recovery grant programs executed by Tetra Tech on behalf of Napa County.

Engagement Manager (October 2013-December 2014)

Boulder County, Colorado | FEMA - Public Assistance Consulting, FEMA - Hazard Mitigation Grant Program, FEMA – Private Property Debris Removal Program Management, U.S. Department of Housing and Urban Development - Community Development Block Grant Disaster Recovery Program

Ms. Fitch is responsible for the overall management, delivery, and implementation of the post-disaster grant management projects in Boulder County. She works as a team lead along with the program manager and technical staff and has the overall responsibility to drive the completion of customer projects in all disaster recovery grant programs executed by Tetra Tech on behalf of Boulder County.

Supervisory Consultant (June 2014-October 2015)

New Jersey Office of Emergency Management | FEMA - Public Assistance Small Project Compliance Review

As a supervisory consultant on this project, Ms. Fitch is providing the client with PA consulting services to support the compliance review of FEMA's small project processes, the development of workflow documents, and Standard Operating Procedures for the use of the New Jersey Office of Emergency Management (NJOEM).

Ms. Fitch is also supporting the establishment of a project worksheet QA/QC review, and providing sub-grantee support through work with the NJOEM Public Assistance Unit.

IT/Document Control/Manager (January 2012–May 2013)

State of Vermont Emergency Management | Hazard Mitigation Grant Program, Technical Assistance

Our team was activated by Vermont Emergency Management (VEM) is to assist HMGP-eligible sub-applicants in identifying eligible HMGP projects and completing the application process by state- and FEMA-established deadlines. As IT/Document Control Manager, Ms. Fitch managed application intake and quality assurance/quality control and was responsible for accuracy and maintenance of the grant management software tool specifically created for the state.

Grant Management Specialist (January 2013–December 2013)

Terrebonne Parish, Louisiana | Community Development Block Grant Disaster Recovery, Buyout Program Management

Our team provided Terrebonne Parish with professional services, including project management, environmental review, and environmental testing required to implement their CDBG-Disaster Recovery (DR) Buyout Program. On this project, Ms. Fitch served as a grant management specialist assisting with overall program management and HUD compliance.

Assistant Analyst (September 2011–January 2012)

City of Virginia Beach, Virginia | Financial Recovery Services, FEMA Public Assistance

Our team provided the City of Virginia Beach with financial recovery services to help maximize funding from the FEMA PA Grant Program. As an assistant analyst, Ms. Fitch was responsible for data collection, project worksheet writing, and grant management software update for the FEMA-PA project worksheets completed by our team.

Project Coordinator (September 2011–January 2012)

Virginia Department of Transportation | Financial Recovery Services, FEMA Public Assistance

Our team provided the Virginia Department of Transportation with financial recovery services to help maximize funding from FEMA PA Grant Program and Federal Highway Administration (FHWA) Emergency relief (ER) Program. As project coordinator, Ms. Fitch assisted in overseeing project operations, including identifying project roadblocks and need assessment, project set-up, and final closeout.

Tab 4 – Ability

Tetra Tech 10-K Report, FY 2017



Tab 4 – Ability

Letter of Bonding Capacity/Surety

**Zurich North America Surety**

Phone 213-270-0803

777 S. Figueroa Street, Suite 3900
Los Angeles, CA 90017

Fax 213-270-0845

May 25, 2018

City of Pembroke Pines
Attn: Purchasing Division
8300 South Palm Drive
Pembroke Pines, FL 33025RE: Tetra Tech, Inc.
Surety Reference Letter
RFP No. AD-18-04 for Disaster/Debris Monitoring Services and Financial Recovery Assistance

To Whom It May Concern:

Zurich American Insurance Company ("Zurich") acts as surety for Tetra Tech, Inc. ("Tt") and its contracting matters. Zurich enjoys the A.M. Best's Guide rating of A+XV respectively and is listed in the Federal Register as a surety acceptable for Federal projects, and is a licensed, admitted surety in all fifty United States.

Tt is an organization, which has in the past obtained construction contracts in excess of \$350,000,000 in size with an aggregate bond capacity of approximately \$750,000,000. This would not preclude us from considering projects and programs up to \$1,000,000. The statement of these values is neither a commitment nor a limitation of the bonding capacity of Tt.

Please note that the decision to issue performance and payment bonds is a matter between Tt and Zurich, and will be subject to underwriting at the time of the final bond request, which will include but not limited to the acceptability of the contract documents, bond forms and financing.

Sincerely,

ZURICH AMERICAN INSURANCE COMPANY


B. Aleman, Attorney-in-Fact*A member of the Zurich Financial Services Group*

Tab 5 – Operational Plan

Technical Approach

Project Understanding

Tetra Tech implements a best practices approach to disaster debris monitoring when planning for and responding to debris-generating events. Our team has gained unparalleled experience working on many of the largest Federal Emergency Management Agency (FEMA) Public Assistance (PA) eligible projects, including responses to Hurricanes Irma, Harvey, Sandy, Ike, Wilma, and Katrina. Our team has assisted more local governments with debris monitoring efforts following natural disasters than any other firm in the nation. ***Collectively, we have overseen and managed the recovery of over 103 million cubic yards (CYs) of debris on behalf of over 300 public sector clients, resulting in excess of \$6 billion in reimbursable costs to our clients.***

In addition, our understanding of the Florida Department of Transportation, FEMA, Federal Highway Administration (FHWA), U.S. Department of Housing and Urban Development (HUD), Natural Resources Conservation Service (NRCS), and other reimbursement agencies' requirements for eligibility, documentation, and reimbursement will help the City to receive the maximum reimbursement allowed following a disaster.

Tetra Tech has carefully reviewed the scope of work requested in the request for proposal (RFP) and can assure the City that we have the extensive experience, understanding, and knowledge of the City to successfully perform all aspects of the scope of work. We are aware of the magnitude and importance of organizing and directing the necessary resources to define and carry out the tasks associated with the scope of work, and we are committed to continuing to provide a consistent and coordinated team to perform these services upon activation. Our project team will dedicate themselves to the City's needs throughout the year, not just during times of activation.

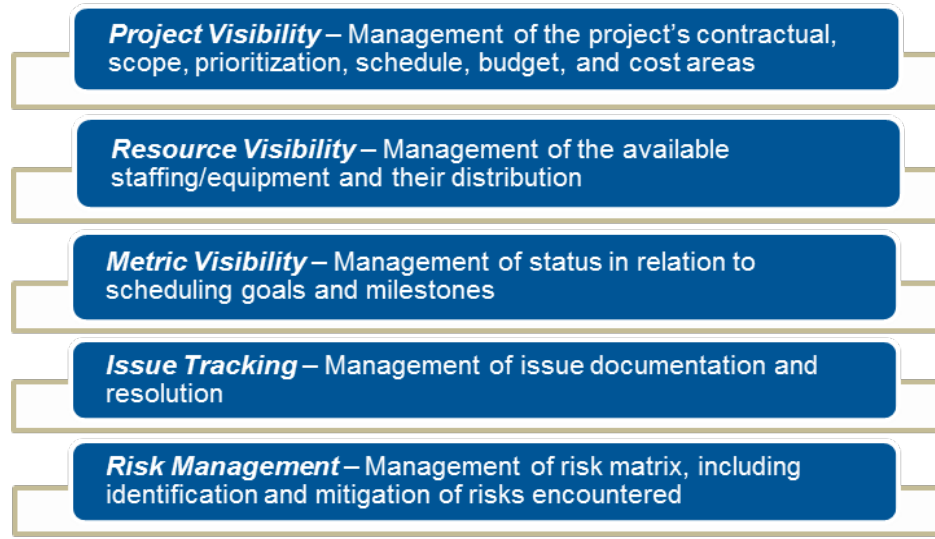
Our technical approach captures our unique capabilities, including the following:

- Our team's ability to provide end-to-end services in disaster preparedness, emergency management, and post-event response and recovery to help state and local governments plan for and recover from natural and human-caused disasters
- A project management team that is recognized for its ability to respond quickly to a broad range of emergencies, allowing our clients to return to the business of running their day-to-day operations
- A focus on local hires and the ability to hire, train, and support a local team to oversee the work being completed in their own communities, with local hires being fully supported with technology and a team of dedicated managers
- Detailed reporting systems and mapping capabilities that are driven by our RecoveryTrac™ automated debris management system (ADMS) technology, which will be tailored to the City's data needs

Project Management Methodology

Our methodology of project management governs both the planning and execution of all project work. The strategy, structure, and staffing requirements for the project organization are based on client expectations and the desired outcome. Tetra Tech's project management methodology enables our team to achieve success despite the unpredictable nature of disasters. Our methodology addresses the project management areas shown in the exhibit below.

Exhibit 5-1: Project Management Areas



These management areas are administered using the established project management procedures and protocols we have developed and refined over the years and numerous disaster activations. Our interactions with our clients are based on best practices that balance the need for direction of operational priority, issue resolution, and relevant information with considerations for the time availability of the client.

Procedures and Protocols

Each phase of Tetra Tech project management has documented procedures that govern the execution to provide **scalable, consistent, high-quality results**. We use a systematic approach with frequent in-process quality checks to execute our project processes. Our general project approach includes tasks in each of the following phases:

- **Initiation (Pre-Event)**
 - **Annual coordination** – Conduct annual trainings and meetings to plan and test execution protocols and identify potential risks/mitigation opportunities.
 - **Contract review** – Review contracts for understanding of contractual requirements and possible cost savings.
 - **Communication systems checks** – Verify that communication systems function as designed and reporting needs are understood.
- **Mobilization (Immediately Prior to and Following Event)**
 - **Scope, tasking, and budget** – Determine services required, performance metrics, schedule, and budget constraints.
 - **Deployment and resource requirements** – Develop work plan and safety plans. Update risk matrix for work plan specifics.
 - **Staging of equipment and resources** – Coordinate movement of required support equipment/supplies and setup of communication and information systems.
- **Execution (Post-Event)**
 - **On-boarding and training staff** – Conduct suitability for work checks and provide targeted training program based on work and safety plans.

- **Monitoring** – Supervise field operations, quality assurance/quality control (QA/QC) in-process checks, prioritization of resource management, and project reporting.
- **Communication** – Conduct status meetings and communicate project metrics and other pertinent information.
- **Issue tracking/resolution** – Conduct issue identification, staff communication, and resolution tracking.
- **Closeout (Post-Event)**
 - **Documentation deliverable** – Produce and deliver required documentation to support auditing.
 - **Demobilization** – Manage reduction in staff, post-use maintenance, and movement of equipment and supplies.
 - **Audit support** – Provide continued availability of information systems to support closeout information requests.

Client Interaction

Coordinated project communications coupled with accurate information enables effective decision-making. Our implementation of this provides our clients with the benefits:

- **Common Operating Picture**
 - Tetra Tech's real-time data sharing information portal allows the client, the debris removal contractors, and the monitoring firm to access the same accurate information, which markedly improves their ability to execute efficiently. The result is a much more efficient completion of project objectives.
- **Interoperability**
 - The information portability across disparate systems is the true power of Tetra Tech's client interaction and communication system. It allows integration with existing systems to provide better understanding and coordination among organizations.
- **Reliability, Scalability, and Portability**
 - Documented procedures and protocols enable scalability without loss in fidelity and quality of work product. When in-process quality controls and team cross-training are added, the ability to tolerate faults without affecting outcome is substantially increased.
- **Resiliency and Redundancy**
 - Experience operating in disasters enables Tetra Tech to design systems and processes to be able to withstand loss of infrastructure and key personnel yet maintain client expectations for information. This is accomplished not only in technology design, but in effective procedural protocols and our risk mitigation component.

Tetra Tech's project managers use methods specifically aimed at increasing the success of the team by engaging in **collaborative problem solving and issue resolution**. By approaching others with professional mutual respect, our project managers form relationships that allow close coordination between the client and other contractors, ultimately improving communication, coordination, and efficiency of the project.

Operational Schedule

Based on Tetra Tech's understanding of the City and their needs, we have developed a draft mobilization schedule with key project management tasks in chronological order. The timeline is based on a typical activation; however, Tetra Tech is prepared to work with the City to adjust the timing of the specific elements below to meet the City's needs.

Prior to an event with warning (such as a hurricane), our team will begin monitoring the landfall of any tropical system at H-96 and will coordinate via conference call with the City. Following an event without warning (such as tornadoes or flooding), Tetra Tech will begin response at H-0.

Exhibit 5-2: Disaster Debris-Generating Event Operational Plan

Time	Task	Deliverables/Milestones
Preparedness		
Pre-event (normal conditions)	Meet with the City to review plans and documents	<ul style="list-style-type: none">• Conduct annual pre-event meeting with the City and debris contractor• Review the City's disaster recovery contracts for FEMA compliance• Update critical documents and files, including any GIS files
H-96	Review capabilities and resources	<ul style="list-style-type: none">• Contact the City and initiate daily conference call• Determine resource requirements from debris model• Review the City's emergency policies and contracts• Establish contact with the City's debris hauler and ensure Tetra Tech has the most up to date copy of the debris hauler contract
H-72	Execute responsibilities and activate contracts	<ul style="list-style-type: none">• Review possible critical areas of concern, hospitals, major transit systems, historic districts, environmental issues, and critical infrastructure• Review protocols for private property, gated communities, and public drop-off sites• Review debris management site (DMS) locations and follow up with the Florida Department of Environmental Protection (FDEP) on permitting procedures• Estimate equipment requirements and DMS capacity to haul and stage debris• Prepare ADMS technology for mobilization
H-48	Monitor storm track and continue preparations	<ul style="list-style-type: none">• Conduct regular meetings with City staff as requested• Confirm staging location and begin mobilization of resources• Mobilize project assets and begin base camp coordination and logistics (food, water, housing, etc.) with the City and Tetra Tech headquarters (if necessary)• Review list of priority roads and the operational plan• Obtain GIS files for municipalities that the City will assist with debris removal• Continue to update and gather updates from the City's debris hauler
H-24	Prepare final reports	<ul style="list-style-type: none">• Save all critical documents and files to the network drive, USB drive, and laptop hard drive• Certify emergency road clearance equipment (in coordination with the City's debris hauler)• Determine emergency road clearance priorities
H-0	ARRIVAL OF NOTICE EVENT/INITIATE RESPONSE TO NO-NOTICE EVENT	
Response		
H +24	Emergency push	<ul style="list-style-type: none">• Receive notice to proceed with not to exceed• Begin emergency push• Maintain time and materials (T&M) logs for push equipment• Coordinate with the City to conduct preliminary damage assessments and road closures (if requested)• Supervisors report to pre-designated locations and prep staff on project• Begin establishing ADMS infrastructure• Begin recruiting and training monitors, project coordinators, and data staff

TAB 5: OPERATIONAL PLAN

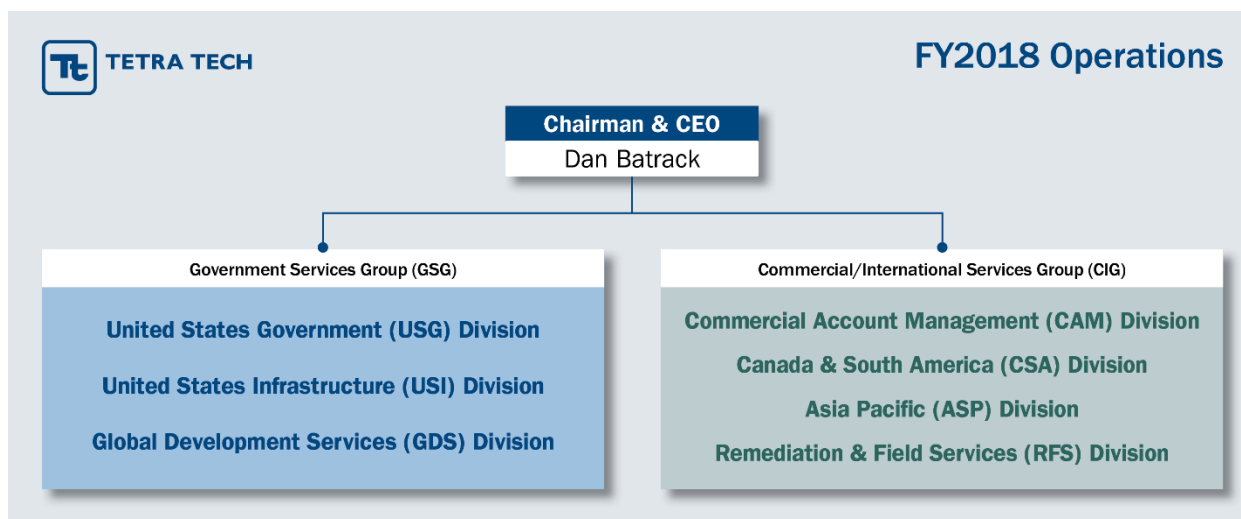
Time	Task	Deliverables/Milestones
		<ul style="list-style-type: none"> Initiate opening of DMS locations Follow up with FDEP on debris permits (if required) Work with the City to establish public information protocols to respond to concerns and comments
H +48	Emergency push/ damage assessment	<ul style="list-style-type: none"> Continue emergency push Continue preliminary damage assessment Develop debris cost estimate required for presidential disaster declaration Develop operational plan for disaster-specific issues Refine health and safety plan for disaster-specific issues
H +72	Disaster debris vehicle certification/ site preparation	<ul style="list-style-type: none"> Begin hauling truck certification Install ADMS tower monitor infrastructure Train monitors on policies, ADMS, and safety Open public drop-off sites as requested
H +96	Begin debris collection monitoring	<ul style="list-style-type: none"> Assign monitors to trucks Assign supervisors to monitors Hold morning and afternoon meeting with City staff and debris hauler Implement QA/QC procedures
Recovery		
Week 1+	Right-of-way (ROW) debris collection monitoring	<ul style="list-style-type: none"> Continue ROW collection Address household hazardous waste (HHW) issues (if critical) Issue daily reports/GIS maps Hold daily meetings with the City, hauler, and/or State/FEMA as required Staff citizens debris management hotline (if requested) Define supplemental programs required (private roads, HHW) and prepare eligibility request
Week 1+	Data management and invoice reconciliation	<ul style="list-style-type: none"> Provide ADMS reports and real-time monitoring access Establish client GeoPortal to provide insight into project progress Review truck metrics provided by RecoveryTrac™ Initiate weekly reconciliation Initial payment recommendations with retainage
Week 1+	Reimbursement support/grant administration (FEMA, NRCS)	<ul style="list-style-type: none"> Prepare damage/cost estimates Compile supporting documentation (debris permits, debris contracts, etc.) Liaise with FEMA Region 4, Florida Division of Emergency Management (FDEM), U.S. Army Corps of Engineers (USACE), etc.
Week 2+	Special projects (if required)	<ul style="list-style-type: none"> Waterway debris removal Private property debris removal (PPDR) Public drop-off sites HHW Mud/silt/sand removal (from storm drains, ditches, etc.) Identify areas of operational concern and make disaster-specific recommendations to FEMA to improve efficiency
Week 3+	Financial recovery assistance staff engaged (if	<ul style="list-style-type: none"> Facilitate kickoff meetings with primary stakeholders Draft a PA work plan Conclude/review preliminary damage assessments

Time	Task	Deliverables/Milestones
	requested)	<ul style="list-style-type: none"> Gather documentation for project worksheet (PW) development Identify opportunities for mitigation Conduct site visits
Project completion	Document turnover/closeout	<ul style="list-style-type: none"> Final reconciliation Retainage release Release hard copy files Provide electronic database Assist with PW development Assist the City with long-term reimbursement Audit assistance Appeal support if necessary

Organizational Structure

Tetra Tech is organized into two primary business units and operates from 400 offices worldwide, with regional emergency management and homeland security consultants located in Texas and throughout the U.S. Our corporate organizational chart has been included below. Management of this contract will fall under the Government Services Group.

Exhibit 5-3. Corporate Organizational Chart



A list of names of all corporate officers is listed below.

Title	Name
Chairman, Chief Executive Officer, and President	Dan L. Batrack
Executive Vice President, Chief Financial Officer and Treasurer	Steven M. Burdick
Executive Vice President, Water, Environment & Infrastructure	Leslie L. Shoemaker

TAB 5: OPERATIONAL PLAN

Executive Vice President, Chief Engineer and Corporate Risk Management Officer	William R. Brownlie	
Senior Vice President, Corporate Controller and Chief Accounting Officer	Brian N. Carter	
Senior Vice President, Chief Information Officer	Craig L. Christensen	
Senior Vice President, General Counsel, and Secretary	Preston Hopson	
Senior Vice President, Corporate Administration	Richard A. Lemmon	
Senior Vice President, Human Resources and Leadership Development	Kevin P. McDonald	
Directors	Dan L. Batrack Hugh M. Grant Patrick C. Haden J. Christopher Lewis Joanne M. Maguire	Kimberly E. Ritrievi Albert E. Smith J. Kenneth Thompson Kristen M. Volpi Li-San Hwang

Participation of Historically Underutilized Businesses

As firm policy, Tetra Tech conscientiously looks for opportunities to work with small, women-, minority-owned and disadvantaged business enterprises where specific and individual capabilities complement our own for the benefit of the successful completion of a project. In fact, in 2016 Tetra Tech was presented with the **Mentor of the Year Award by the U.S. Agency for International Development's Office of Small and Disadvantaged Business Utilization**. The Mentor of the Year Award annually recognizes a large prime contractor for effective development assistance given to a small business. Tetra Tech received the award at the USAID Annual Small Business Conference held on May 4, 2016, in Washington, DC.

We have established working relationships with a number of small, women-, and minority-owned firms, and have worked with many agencies having equal employment opportunity requirements. In addition, we maintain a comprehensive file of the qualifications and experience of these firms to aide us in selecting appropriate subcontractors for specific project tasks. Should the need for a particular specialty arise during a project, Tetra Tech diligently promotes an equitable opportunity to subcontractors whose capabilities complement our own.

The table below demonstrates a representative sampling of Tetra Tech's commitment to minority participation on Tetra Tech contracts.

Firm	Client	%	Project	Contract Value	Type
Advent Consulting Associates	CA Emergency Management Agency	5%	Development and Completion of Emergency Function Annexes	\$882,026.00	DVBE
Consolidated Printing, Inc.	City of Chicago	5%	Regional Catastrophic Planning	\$125,383.00	WBE
B2B Strategic Solutions, Inc.	City of Chicago	25%	Regional Catastrophic Planning	\$646,901.00	MBE
TLC Engineering	City of Houston	40%	Disaster Management Recovery and Consulting Services	TBD: Preposition Contact	SBE M/DBE
Corporate Results,	Texas Tech	20%	Business Impact Analysis	\$61,897.50	W/DBE

TAB 5: OPERATIONAL PLAN

Firm	Client	%	Project	Contract Value	Type
Inc.	University				
C&S Consultants, Inc.	City of New Orleans	20%	Project Management Services for Demolition and HHW Management Disposal	\$11,087,790.96	M/DBE
Julien Engineering & Consulting, Inc.	City of New Orleans	20%	Project Management Services for Demolition and HHW Management Disposal	\$11,087,790.96	M/DBE
Integrated Design Engineering Associates	City of Kansas City Missouri	8%	COOP Planning	\$129,282.00	D/WBE
Principle Design & Development, LLC	City of Palm Beach	TBD	Emergency Management Consulting Services	TBD: Preposition Contact	DBE
Palm Print, Inc.	City of Palm Beach	TBD	Emergency Management Consulting Services	TBD: Preposition Contact	DBE
Cousins & Associates, Inc.	City of Palm Beach	TBD	Emergency Management Consulting Services	TBD: Preposition Contact	DBE
Constant and Associates, Inc.	Los Angeles County, CA	10%	Emergency Exercise Design Consulting Services	\$692,406.00	CBE

RecoveryTrac™ Automated Debris Management System – Tetra Tech's Alternative to Paper Ticketing



In today's technology-driven society, paper-based systems are quickly becoming obsolete.

Recognizing the migration to electronic-based systems, our team has spent years on research and development in an effort to streamline the debris collection documentation process, with a focus on minimizing the cost to our clients while improving the visibility of debris project operations. RecoveryTrac™ is the result of these efforts. RecoveryTrac™ is a scalable and fully featured disaster management application designed specifically to address the operational challenges faced during a disaster recovery project. **Our proprietary ADMS technology, RecoveryTrac™, is one of only three systems validated by the U.S. Army Corps of Engineers (USACE).** The system provides real-time collection of data and offers multiple solutions to data management, reporting, invoice reconciliation, and project controls that cannot be achieved with a paper-based program. **Tetra Tech has implemented RecoveryTrac™ ADMS technology on our last 150 FEMA PA-eligible projects.** On these projects, our clients and FEMA found this state-of-the-art technology to increase efficiency and improve the management of debris removal efforts.

- ❖ Owned and operated by Tetra Tech
- ❖ Over 6,000 mobile units on-hand and ready for state-wide multi-district mobilizations
- ❖ Meets USACE specifications for electronic debris monitoring handhelds
- ❖ Real-time situation awareness of field resources and efficient direction to support City priorities
- ❖ Real-time GIS web services for EOC information and visualization systems
- ❖ Capable of collecting data regardless of cellular service
- ❖ Automated photograph and GPS capture
- ❖ Provides reports and pass map tracking in real-time
- ❖ Minimizes chance of fraud through real-time monitoring
- ❖ Minimizes data entry and human error
- ❖ Expedites invoice reconciliation
- ❖ Intuitive and user-friendly

Key Benefits of RecoveryTrac™

Ability to Respond. Combined with the on-hand inventory of over 6,000 handheld devices and the ability to rapidly procure additional equipment through preferred vendor relationships, the City can rely on our mobilization strategy for zero-day activations in disasters covering large areas with little or no-notice. ***The on-hand inventory can be on-site and ready to use within 24 hours of a notice to proceed,*** and additional needs can be met quickly (in most cases, 72 hours or less).

Simple and Intuitive. A key foundation of our mobilization strategy is the ability to quickly hire and train local residents and begin debris removal operations. The mobile application is simple to understand and intuitive, allowing most users to begin using the device once the standard monitor training is completed.

Cost Effective. RecoveryTrac™ combines the advantage of automation and the desire of our customers to control costs by utilizing widely available commercial equipment and increasing the simplicity of operations.

Reliable and Stable. Based on the Android operating system, RecoveryTrac™ is secure and reliable. This minimizes the interruptions in field operations due to technical difficulties and reduces the number of support personnel required to maintain the system.

Technical Support. RecoveryTrac™ is designed to be self-repairing when possible; most support needs are resolved by field supervisors who are able to reach field monitors within 15–30 minutes in most cases. In addition, we have dedicated technicians at disposal sites and provide a field service center to maintain and repair equipment.

Real-Time Reporting. The key to successful management of a debris project is the timely availability of relevant information needed to make sound decisions and respond to anomalies before they become issues. Our powerful reporting engine allows the user to monitor contractor performance, track damages, track street-by-street debris removal progress, and identify and resolve potential problems as they happen. The geospatial reporting systems within RecoveryTrac™ provide real-time information that raises the bar for post-disaster project management.

QUICK FACT

Recently, our team simultaneously deployed approximately 6,000 ADMS units in the field following Hurricanes Harvey, Irma, Maria, and the California Wildfires. The use of RecoveryTrac™ reduces data entry costs and provides real-time project tracking reports to our clients.

The RecoveryTrac™ Process

The steps of the RecoveryTrac™ process are as follows:

1. The process begins with debris hauler truck certification using the handheld devices. Handheld devices are provisioned and assigned to both field and debris site/tower monitors.
2. A truck certification form is printed with a unique electronic bar code and provided to the driver as well as our debris site/tower monitor(s).
3. Field monitors begin a ticket by scanning the truck certification bar code to open a control ticket and then begin to record waypoints (debris pile pick-up locations) on the handheld device as the truck is loaded.
4. When the truck is full, the field monitor selects the debris type and scans the control ticket to assign the load a unique number.
5. The truck then proceeds to the disposal site. The collection data is uploaded to a server via cellular connection, and using a process called *Look Ahead*, the collection ticket information is made available to the disposal monitor's handheld device before the truck arrives.
6. The control ticket is provided to the driver and taken to the DMS, where it is scanned by a debris site/tower monitor.
7. The debris site/tower monitor confirms the truck and debris type and enters the load call.

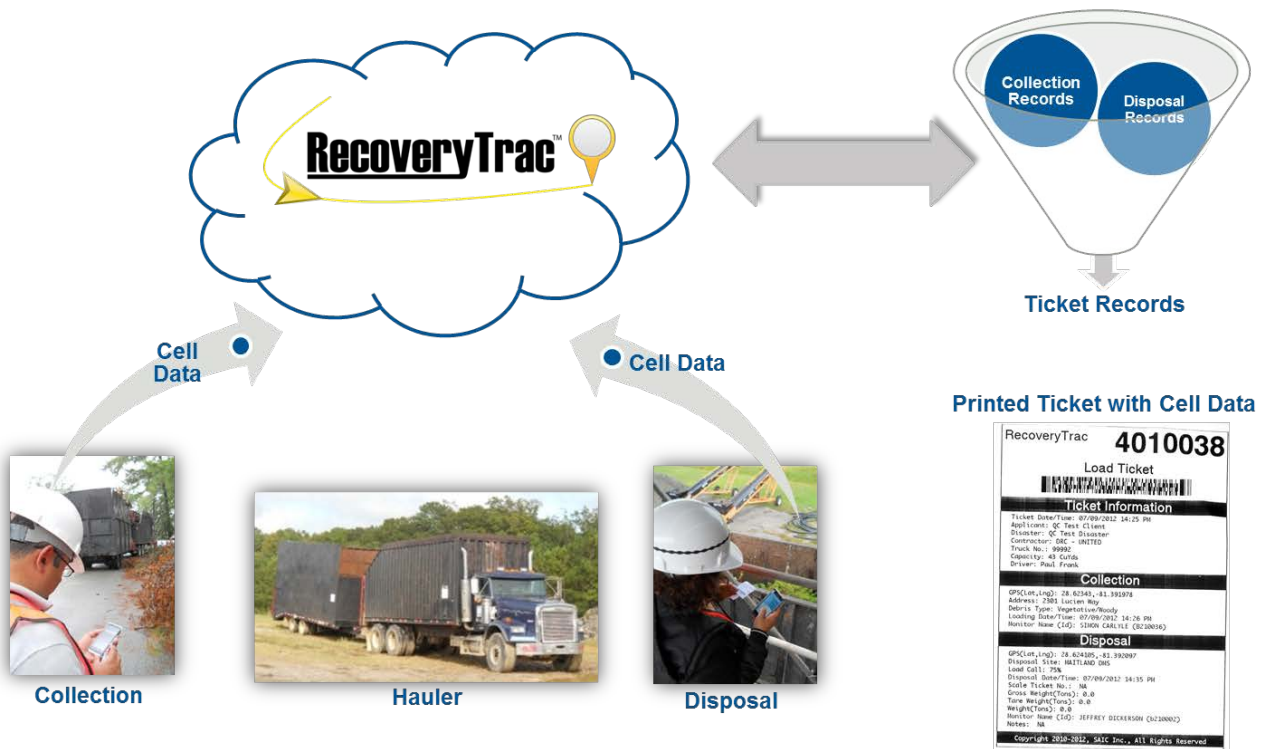
8. Finally, the disposal load ticket is printed and data is uploaded to the system, where it can be utilized in real-time reporting systems.

Even when there is no cellular connection, the handheld devices continue to operate in connected mode; however, the data is stored on the device until a data connection is restored. The device periodically searches for this connection, and when services are restored, the handheld device automatically uploads the stored ticket data. Exhibit 5-3 shows the RecoveryTrac™ process under normal operating conditions.

QUICK FACT

Even under the harshest conditions where cellular service is not available, RecoveryTrac™ was built to comply with U.S. Army Corps of Engineers (USACE) specs using Near Field Communication (NFC) and internal memory to protect and transfer data.

Exhibit 5-3: RecoveryTrac™ Process



Emergency Push Period

The emergency push period begins immediately following an event. Debris removal contractors coordinate with City crews to clear blocked roadways for emergency vehicle passage. Tetra Tech is prepared to assist during the push period by providing the following services:

- Documenting blocked roads that require immediate clearance
- Administering the sign-in and sign-out of labor and equipment to track T&M charges
- Helping staff maintain maps or databases to track road clearance progress and other essential tasks, as requested
- Maintaining documentation for reimbursement of emergency push work

Vehicle Certification

Tetra Tech has a proven vehicle certification procedure that complies with FEMA guidelines and results in maximum reimbursement for our clients. Tetra Tech's ADMS technology, RecoveryTrac™, will be used to electronically certify all trucks used in an activation. Benefits of using the mobile truck certification application include **electronic volume calculations**, instantaneous upload to the RecoveryTrac™ database to allow immediate QA/QC checks to verify the truck certification calculations, and automated photo-matching of truck and driver photographs to the truck. The truck certification application allows us to complete truck certifications in **30% less time than with a paper-based system**.

Exhibit 5-4: Truck Audit Report

RecoveryTrac Truck Certification Audit Report							Trucks Certified On: *All
AUGUSTA - WINTER STORM PAX - ROW COLLECTION - Truck Certification Summary							
Contractor: ASHBRIIT		Tot Trucks Certified	Tot Certified Capacity	Avg Certified Capacity			
		167	6961	41.68			
Contractor: ASHBRIIT							
NA	700373	61	02/27/2014 11:02 AM	ACTIVE	26B2VR (MO)	SELF-LOADING TRUCK	
Primary Box (L x W x H): 216x102x102 = 2247264.0 Cu Inches (+)							
Type: Box (L x W x H): 70x102x64 = 456960.0 Cu Inches (+)							
Type: Box (L x W x H): 48x102x28 = 137088.0 Cu Inches (+)							
Total Volume: 2841312.0 Cu Inches (46,656) = 60.90 CuYds							
Driver-Placard View		Side View		Back-Interior View		Front View	
							

Our disaster debris vehicle certification procedure includes the following:

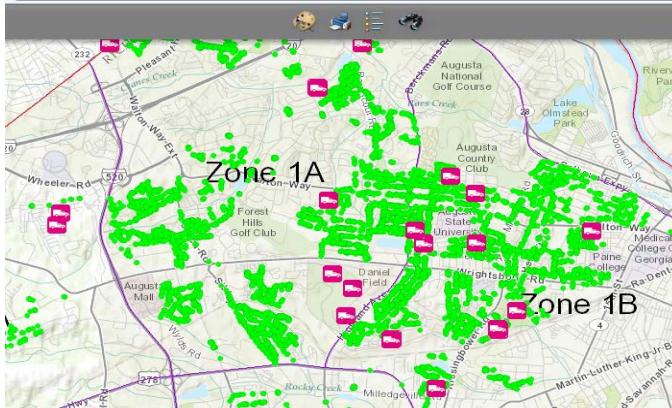
- Generation of unique truck numbers for contractor crews and equipment
- Automated truck certification form, which includes the latest FEMA guidelines on truck certification documentation and volume calculations and a bar code for automated ticket scanning
- Special vehicle notations on the truck certification form and vehicle placard, which inform tower monitors of sideboards, tailgates, or other modifications, thus discouraging debris removal contractors from fraudulently altering vehicles after certification
- Photographs of vehicles, vehicle cavities, and drivers
- Periodic spot checks and recertification of trucks to identify trucks altered after initial certification

Right-of-Way Collection Reporting

Our ADMS technology allows the City to view debris collection points, truck locations, monitor locations, damage, incidents, and daily metrics at any given time. The additional geospatial reporting capabilities are made possible through the Tetra Tech approach to field monitoring.

At each debris collection point, the field collection monitor marks the waypoint or location of the debris pile to collect GPS coordinates. The map below displays the waypoints associated with each collection ticket issued in the field. The waypoint collection report is updated in real time and can be filtered by date.

Exhibit 5-5: Waypoint Collection/Hazardous Tree Maps



An additional feature of our ADMS technology is that each handheld device reports back the location of the device regularly. By leveraging this location information, Tetra Tech can view monitor locations and truck locations in real time, as demonstrated in Exhibits 5-6 and 5-7.

Exhibit 5-6: Monitoring Locations

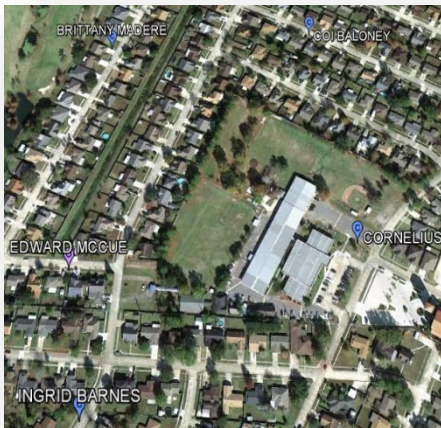
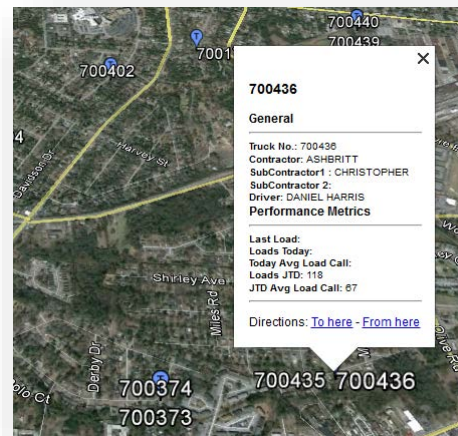


Exhibit 5-7: Truck Locations



Field Operations

The Tetra Tech debris monitoring program includes the following:

- **Operations.** Field collection monitors report to a staging location prior to the commencement of daily operations for a briefing to be given by the project manager or field supervisors and the distribution of safety gear (for example, caution lights or safety vests), map books, and ADMS handheld devices and debris tickets.
- **Deployment.** A field monitor is assigned to one loading unit or to a leaner and hanger removal crew. In instances where leaner and hanger crews have multiple saw operators, the cut crew can request the addition of a monitor (this typically happens when a cut crew can complete over 60 hazard removals per day).
- **Field Supervision.** Responsibilities of the field supervisor monitor include training, QA/QC of work being performed, verifying load ticket accuracy, and responding to field monitor and debris contractor issues in the field.

- **Responsibilities.** Field monitors will verify the proper loading of debris into the debris removal contractor's certified loading container. Monitors will document that contractors and their subcontractors adhere to local, state, and federal regulations and that they are working safely and efficiently. Field monitors often notice inconsistencies with debris removal procedures and submit them to their supervisors. If a field monitor feels there is justifiable need to stop operations, the monitor is instructed to refrain from issuing a ticket until the debris hauler supervisor and a Tetra Tech supervisor can be called in to determine the appropriate action.
- **Work Scheduling.** Tetra Tech will coordinate with the debris removal contractor's project manager to estimate the number of field monitors that will be required for the following day. To be responsive and mitigate overstaffing, Tetra Tech requests that the debris hauler release the next day's schedule by 5 p.m. This will verify the appropriate number of field monitors is dispatched.
- **Daily Closeout.** At the close of operations each day, all collection and disposal monitors will report to the staging area to clock out and turn in their ADMS handheld devices.
- **Contractor Completion.** Tetra Tech will assist the City in completing the project efficiently and within the timelines set forth in the RFP. There are many aspects of debris removal that are outside of the monitoring firm's control but will still need to be managed. Tetra Tech will assist the City with managing these goals, including the following:
 - The ability of a debris contractor to respond with sufficient equipment will affect the proposed schedule. Tetra Tech will provide burn rate analysis to verify the proper equipment is being provided. This will be adjusted as more accurate debris estimates are available.
 - Leapfrogging by the contractor (cherry picking work being performed) is detrimental to the efficiency of operations and will be reported.
 - Invoices by the contractor need to be produced in a timely manner so that Tetra Tech can reconcile in a timely manner. Tetra Tech will work to make the contractors aware of an appropriate time frame for invoicing and will communicate with the City if deadlines are not being met.
 - Deadlines for collecting debris are set to correspond with the work schedule that is based on estimated work to be completed. As damage estimates become more accurate (as is typical throughout the process), Tetra Tech will work with City officials to adjust the timeline to appropriately reflect the changing estimates.

In addition, there are events out of the control of all parties that could negatively impact a debris removal operation (for example, inclement weather). In the event any of these circumstances occur, Tetra Tech will work closely with the City to refine timelines and support an expeditious recovery for the City.

Debris Management Site Monitoring

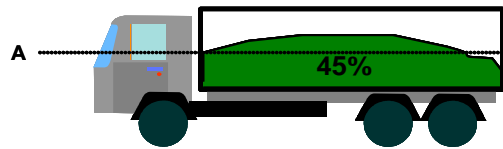
Response to debris-generating events requires locating DMS, emergency permitting of DMS (including debris burning and State regulatory permits), baseline soil testing before the DMS are opened and as part of remediation process, and recycling and diversion initiatives once the reduced vegetative debris is collected and processed. Tetra Tech has had significant experience assisting local governments in Florida with pre-permitting DMS before a disaster event as well as post-disaster permitting.

As DMS are activated, Tetra Tech will provide a minimum of two disposal monitors per site. Staffing numbers may also increase or decrease, depending on site layout. Tetra Tech verifies hauler passes through the DMS and documentation remains accurate and complete with several daily audits by project operations managers and supervisors to verify load call accuracy and consistency. Specific documentation kept by Tetra Tech DMS disposal monitors includes the following:

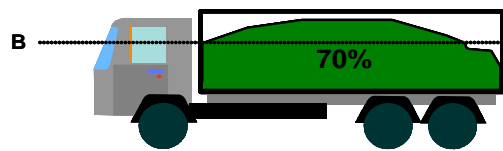
- **Load Ticket.** The load ticket is used to document that debris removal complies with all FEMA requirements.
- **Disposal Monitor Log.** The disposal monitor log is used as backup documentation as required by FEMA.

- **Scale Manifest Tickets.** If the debris hauling contract is weight-based, Tetra Tech will digitize and catalog tickets generated by the existing scales at the City's DMS.
- **Incident Report.** Tetra Tech will document property damage, arguments, unsafe practices, and injuries.
- **Photographic Documentation.** Tetra Tech disposal supervisors will photograph a DMS frequently to create a visual timeline of the site.
- **QA/QC of Field Tickets.** Disposal monitors review and verify collection monitors' work in the field.

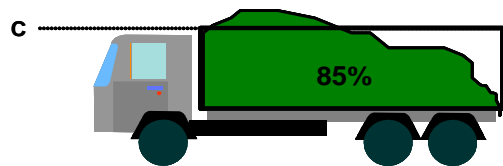
Exhibit 5-8: Load Call Estimate Examples



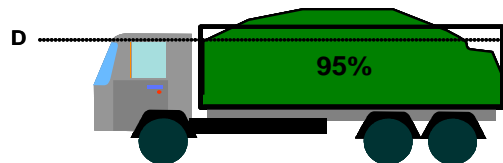
Example A – The mounded portion of the load offsets the areas where the load drops below the fill line. Because the load includes light and medium debris, the load percentage estimate is 45 percent.



Example B – The mounded portion of the load offsets the areas where the load drops below the fill line. Because the load includes light and medium debris, the load percentage estimate is 70 percent.



Example C – The mounded portion at the front of the load offsets the area in the back where the load drops below the fill line. Because the load includes light and medium debris, the load percentage estimate is 85 percent.



Example D – The mounded portion of the load offsets the areas where the load drops below the fill line. Because the load includes light and medium debris, the load percentage estimate is 95 percent.

Residential Drop-Off Sites

To provide documentation to FEMA that supports reimbursement of debris brought by the City's residents to residential drop-off sites and proves the debris is not commercial, the City must monitor each site and screen citizens who enter. Tetra Tech is prepared to support the City by assisting with this task if needed.

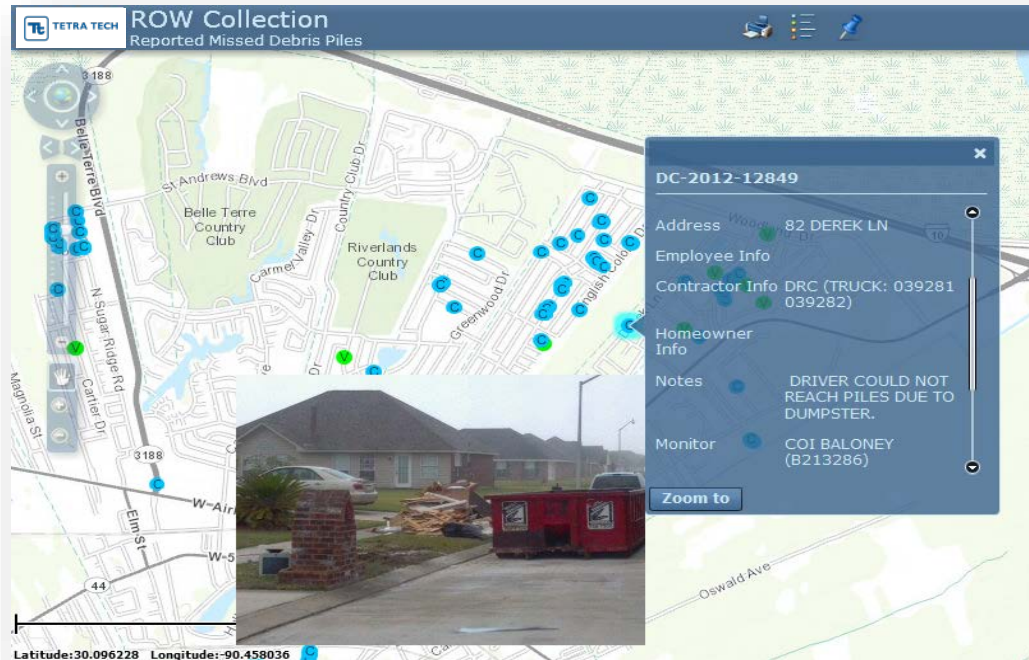
Quality Assurance/Quality Control Program

Implementing comprehensive QA/QC protocols and technologies is critical to a debris monitoring effort. Proper QA/QC protocols reduce the amount of work associated with back-end data management, reduce invoice reconciliation timeframes, prevent fraud, and establish a sound dataset for future audits. Throughout years of experience assisting local governments with recovering from disasters and the subsequent audits, Tetra Tech has developed industry-leading QA/QC standards and protocols. The use of our ADMS technology expedites the QA/QC process and drastically reduces ticket errors that can result from traditional manual (paper and pen) debris monitoring operations. For example, monitors no longer have to carry a GPS device and manually write in GPS coordinates because this is logged automatically.

Our ADMS technology expedites the QA/QC process and drastically reduces ticket errors that can result from traditional manual (paper and pen) debris monitoring operations.

Due to the real-time information collected by our ADMS technology, Tetra Tech can establish a virtual command center to audit project information during the collection process and correct issues as they appear. For example, our ADMS technology provides reporting and tracking on any missed debris piles. This allows Tetra Tech to improve our responsiveness to resident complaints and provide real-time tracking tools to manage removal of these missed piles to the City.

Exhibit 5-9: Missed Piles Tracking



Fraud Prevention

Several practices are used to prevent debris haulers from committing fraud both in the field and remotely by real-time data monitoring. At DMS locations, Tetra Tech disposal monitors or supervisors will randomly recertify a previously certified truck. Recalculating the truck hauling capacity helps verify that the original work was accurate and that nothing has been altered since certification. Additionally, ADMS technology displays a photo of the truck as a ticket is scanned by the disposal monitor. This makes it nearly impossible for a debris hauler to switch truck certifications between trucks or alter their truck configuration (i.e., remove sideboards).

Fraud prevention reports are run daily to identify data anomalies that may be a result of fraud. The load call report shows all load calls for a given day/monitor to confirm no trucks are receiving extraordinarily high load calls. The load ticket report and unit rate daily ticket report determine if monitors are issuing an excessive number of tickets in relation to the average number of tickets per day. The RecoveryTrac™ system includes built-in project controls that alert the data manager to anomalies that may be indicative of fraud. For example, the following data features are flagged:

- **Truck Turn-Around-Time.** The time between last pick-up location and arrival of a truck at the DMS is tracked. A time that is too short may indicate that the debris hauler is not filling the vehicle to capacity.
- **Out-of-Bounds.** The municipality boundaries are programmed geospatially to confirm that debris pick-up remains within the eligible bounds of the City.


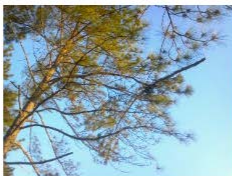

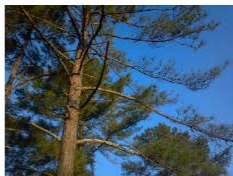

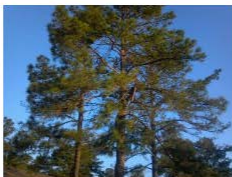


- **Debris Type.** Discrepancies between the debris type noted by the collection monitor and the debris type noted by the disposal monitor are flagged for review.

Hazardous Tree Removal

Guidance established by FEMA requires supporting photo documentation for each ticket issued for hazardous tree or hanger removal services. The previous standard for monitoring firms was to take supporting photographs with a digital camera and manually associate the photos to each tree ticket. Tetra Tech can utilize ADMS technology to automatically associate photographs for all hazardous tree and hanger removal operations, which eliminates the potentially extensive labor associated with this task. Additionally, our ADMS technology and software is designed to manage photo documentation by compressing and securely storing photos for field validations and audits in real time. The ability to associate photo documentation to unit rate tickets is critical for FEMA reimbursement, QA/QC, and fraud deterrence.

As work in the field is completed, the information and supporting photos are uploaded directly to our database for QA/QC checks. A QA/QC manager verifies that the photographs comply with FEMA regulations and that all measurements meet the City's contractual agreement with the contractor.

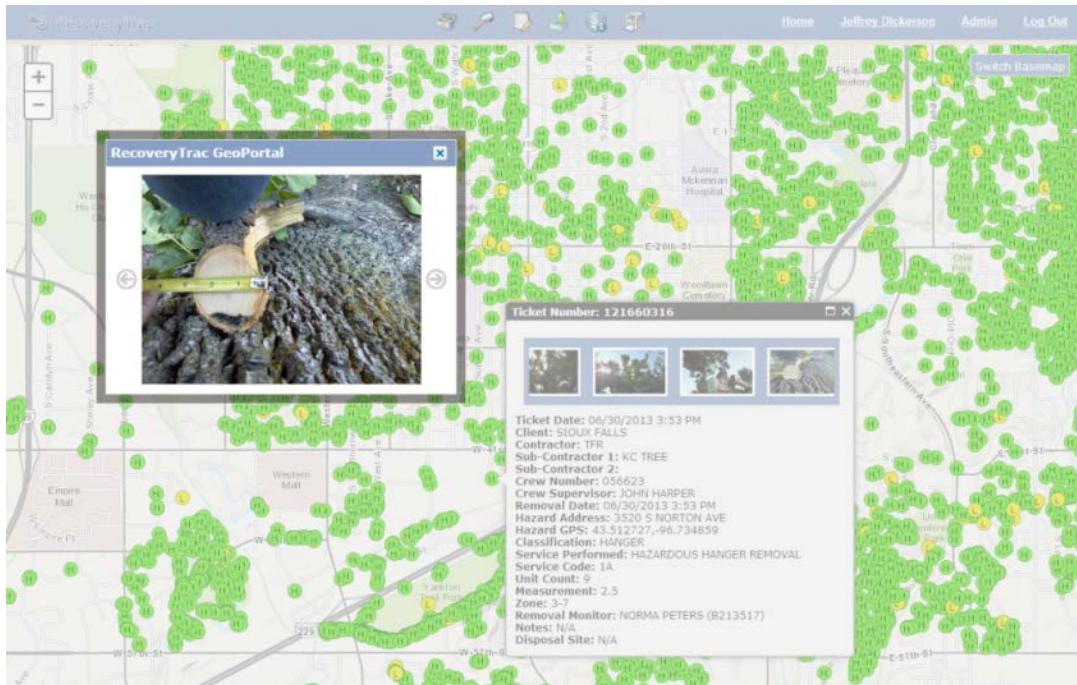
Exhibit 5-10: Real-Time Ticket Report

RecoveryTrac Unit Rate AuditReport (Crew: 700430)										Date: 03/11/2014
Client: AUGUSTA					Project: AUGUSTA - WINTER STORM PAX - ROW COLLECTION					
Total Ticket Count: 12										
Ticket No.	Monitor	Date	GPS-Lat	GPS-Lng	Address	Service Code	Unit Count	Meas	Zone	Photo Count
120590044	DAWN WALKER (B214108)	03/11/2014 8:17 AM	33.434518	-82.023773	2405 ACAPULCO DR	1A	1.00	2.50	2d(GIS: 2D)	4
Crew Photo		Pre-Work Photo		Measurement Photo		Post-Work Photo				
										
120590045	DAWN WALKER (B214108)	03/11/2014 8:27 AM	33.434532	-82.023628	2405 ACAPULCO DR	1A	1.00	3.38	2d(GIS: 2D)	4
Crew Photo		Pre-Work Photo		Measurement Photo		Post-Work Photo				
										

Unit Rate Ticket Geoportal Report

As monitors complete unit rate tickets for hazardous trees or hangers, their locations are logged and collected. The map below displays locations where hazardous tree or hanger removals were documented in the field. Clicking on the marker allows the user to review the data and photos collected by the field monitor (see example below). The unit rate ticket report is updated in real-time.

Exhibit 5-11: Unit Rate Ticket Map



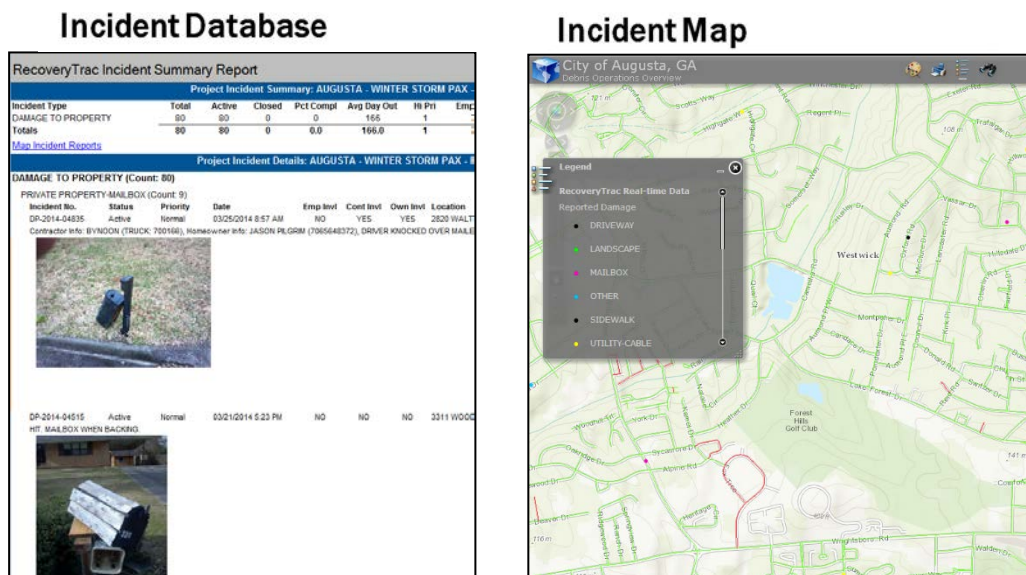
Public Information

Following a disaster event, citizens will look to the City for direction regarding the debris removal process and project progress. Tetra Tech is prepared to assist the City with developing a means for City to manage inquiries from residents regarding the debris removal process. Tetra Tech has staffed debris hotlines for some of the largest disasters that have impacted the United States and is prepared to help the City establish and staff a debris hotline (including supplying equipment, phone lines, etc.) to respond to public inquiries and concerns.

Incident Reporting

Another key feature of our ADMS technology is that it allows field monitors to report incidents and provide supporting photographs in real time to the City, Tetra Tech, and the debris contractor. Examples of incidents include reporting pre-existing damage, damage caused by the contractor, debris piles skipped by the contractor, safety hazards, and other incidents critical to a debris removal program. As monitors complete incident reports in the field, the information and supporting photographs are uploaded to the Tetra Tech reporting server. Depending on the type of incident, priority e-mails may be sent out by the reporting server to City representatives, Tetra Tech's project team, and debris contractor representatives. Our firsthand experience assisting local governments with recovering from disasters has shown that accurately capturing and photographing pre-existing damage can alleviate residential damage claims that may be submitted to the City. Additionally, the incident map developed from the collection information is essential to quickly identifying unresolved contractor damages before the completion of the program.

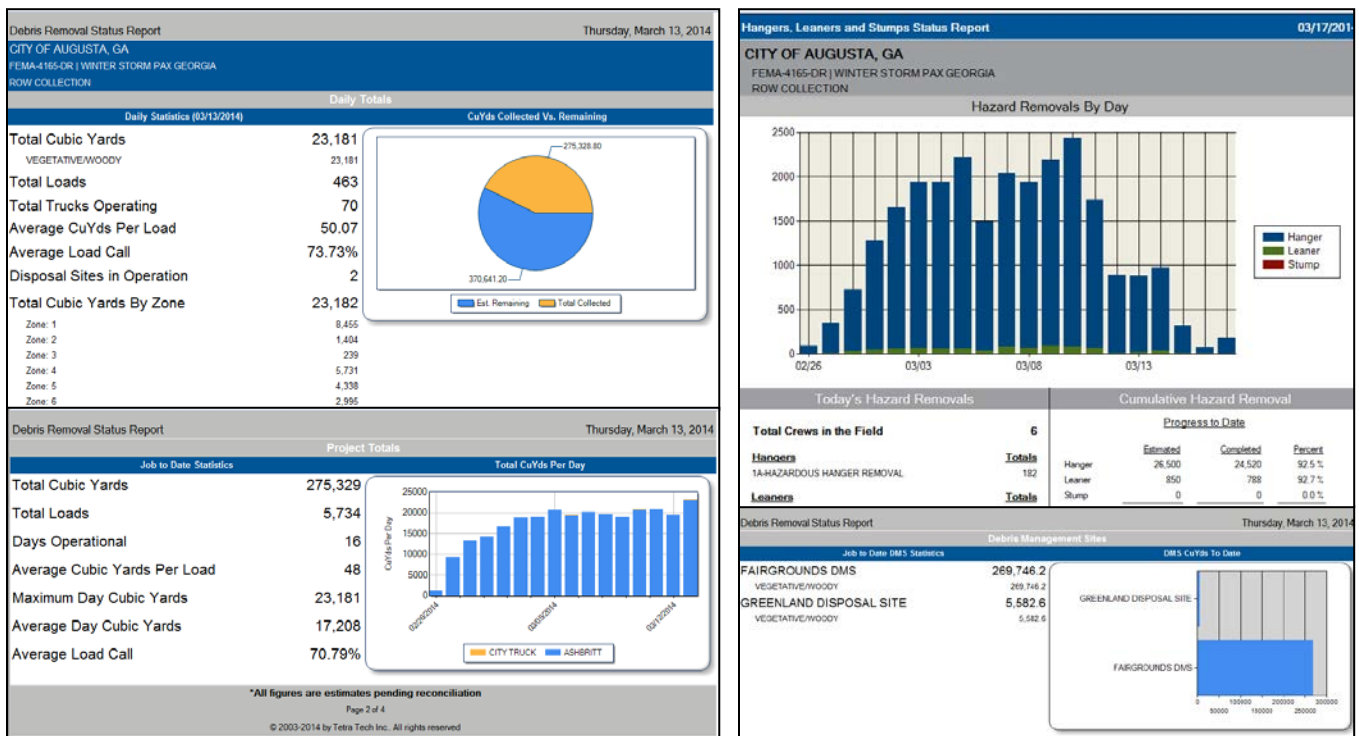
Exhibit 5-12: Incident Report



Daily Reporting Metrics

Tetra Tech has a suite of reports that are automated from RecoveryTrac™ and available in real-time via PC, tablet, or smart phone. Although the reports are available at any time to the City, Tetra Tech will submit a daily status report that includes daily cubic yards/tons collected by material and program, cumulative cubic yard/tons collected, number of debris monitors in the field, cumulative cubic yards/tons hauled to final disposal, and daily/cumulative hazard removals. Below are samples of these reports created for recent projects. Additionally, Tetra Tech takes pride in the customization of reports to meet our client's specific needs and have a history of providing tailored reports to any metrics not captured in the generic reports.

Exhibit 5-13: Sample Custom Reports Developed



Contractor Reconciliation

RecoveryTrac™ significantly reduces the amount of time needed for a contractor to generate an invoice and for the subsequent invoice reconciliation with Tetra Tech.

To expedite contractor invoice reconciliation efforts, Tetra Tech requires copies of contracts for all primary debris contractors. After reviewing the necessary contract(s), Tetra Tech sets up the RecoveryTrac™ database to generate transactions applicable to contract terms for tickets issued to each debris contractor.

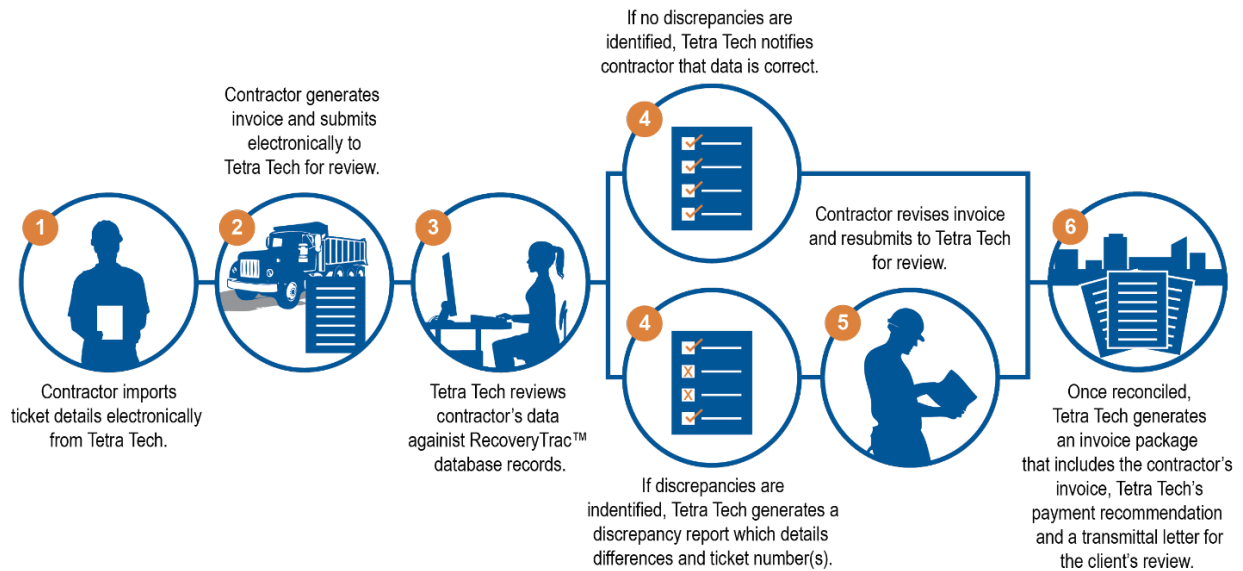
Next, Tetra Tech meets with each primary debris contractor to review the debris contractor project reports that will be generated automatically via RecoveryTrac™. The debris contractor project reports will provide the debris contractors with sufficient data to reconcile with their subcontractors as well as generate invoices for payment by the client. The debris contractor is given a report login, which enables them to access the data remotely. They may run the report for a specific date or a range of dates.

Tetra Tech conducts several real-time QA/QC checks throughout the day, and a final daily comprehensive data analysis is performed at the close of operations. A final QA/QC check is completed when the debris contractor

sends the invoice dataset to Tetra Tech for reconciliation. Incongruences in the debris contractor's data are flagged for review and must be resolved prior to the issuance of a final invoice.

The step-by-step process for contractor invoice reconciliation in a RecoveryTrac™ project is outlined below:

Exhibit 5-14: Contractor Invoice Reconciliation Process



Monitor Training Program

To properly instruct newly hired employees, Tetra Tech has developed a training program that includes modules specific to the City. These modules are complete with the information required to facilitate accurate field monitoring and ADMS implementation. Qualifying tools included in the training modules assist with the retention of the material and assist Tetra Tech in screening and selecting the most qualified personnel for the monitoring task. Training module topics include truck certification, load site monitor responsibilities, disposal monitor responsibilities, hazardous trees monitor responsibilities, and field supervisor responsibilities. Project Managers, data managers, and operations managers follow standard operating procedures and protocols established in our concept of operations plan.

Health and Safety

Tetra Tech's employees are the foundation of our business, and protecting them at all work sites is our highest priority. The company subscribes to the philosophy that all occupational incidents can be prevented and that no incident is treated as an acceptable event when we execute our work. To achieve this, the company's health and safety processes are a vital and integral part of our work.

Health and safety addressed in our operations and management systems is supported by strong leadership. Tetra Tech's leaders understand their responsibility and accountability to plan for safety and to ensure that safety measures are implemented. Preventing incidents also relies on a management system that regularly evaluates performance and identifies necessary adjustments to target continual improvement. The principal objectives of our program are codified in our written health and safety policy, which is endorsed and regularly monitored by the highest levels of our management team.

Industry metrics for our 2016 health and safety performance are provided below:

- US Experience Modification Rate (EMR) of 0.66
- 2016 Enterprise-Wide Total Recordable Injury Rate (TRIR) 0.56
- 2016 Enterprise-Wide Lost Workday Incident Rate (LWDIR) 0.10

Tetra Tech is committed to workplace safety. As such, a project-specific health and safety plan will be developed for the scope of work. Field staff assigned to the project will be trained on the health and safety plan. Additionally, Tetra Tech project managers have completed the Occupational Safety and Health Administration Disaster Site Worker course and have their 10-hour Construction Safety Certification. During a debris recovery operation, Tetra Tech project managers and supervisors routinely examine the safety of field and debris staging site operations and have the authority to shut down unsafe operations. Debris staging site monitors are equipped with the appropriate personal protective equipment, which may include hard hats, appropriate footwear, reflective vests, hearing protection, and eye protection. Additionally, Tetra Tech project managers conduct regular tailgate safety sessions with their field employees to alert them of potential work hazards and review safe work practices.

Grant Management Consulting Services

As one of the nation's premier providers of hazard mitigation, emergency preparedness, and response and recovery services, Tetra Tech is dedicated to helping our clients plan for, respond to, and recover from natural and human-caused disasters. Tetra Tech maintains a multidisciplinary staff with experience in disaster response and recovery, grant administration, and emergency management. Many are first responders, former state and local emergency management directors, and consultants who have been at the forefront nationally in developing strategies and plans in support of the U.S. Department of Homeland Security's (DHS) National Recovery Goals. ***Tetra Tech offers a complete, end-to-end solution that empowers our clients to protect their most precious assets in times of chaos.***

Over the past 20 years, our grant management experts have assisted clients with applying for and retaining grant funds, even after closeout and audit processes. Our team has extensive experience assisting local and state governments with managing and documenting projects that are eligible for federal funding through the FEMA PA Program, including multiple, large PA programs for the States of Vermont, South Dakota, and Connecticut. Our team also has significant experience with FHWA Emergency Relief (FHWA-ER) federal reimbursement, having assisted over 60 clients with FHWA application, project management, and reimbursement. ***Our team's record of success spans over 300 state and local government clients in response to over 50 declared presidential disasters, representing the recovery of more than \$4 billion in disaster grant funds. These activations have yielded grant program management engagements resulting in clients not only garnering grant funds but in retaining 99.8 percent of the funds received.***

Having a national firm with broad capabilities allows the City to bring in the right skills and background for the required scope of work and funding source. From engineers with technical capabilities (i.e., transit, road/bridge, water/wastewater, cost estimating) to former federal and state emergency management officials included on our project team, our team has direct experience with the following grant programs:

- FEMA Hazard Mitigation Grant Program (HMGP)
- FEMA Flood Mitigation Assistance Program¹ (FMA)
- FEMA Public Assistance (PA) Program
- Pre-Disaster Mitigation (PDM)
- Federal Highway Administration-Emergency Relief (FHWA-ER) Program

¹Formerly three separate grant programs: FEMA Severe Repetitive Loss Program, FEMA Repetitive Flood Claims Program, and the FEMA Pre-Disaster Mitigation Program.

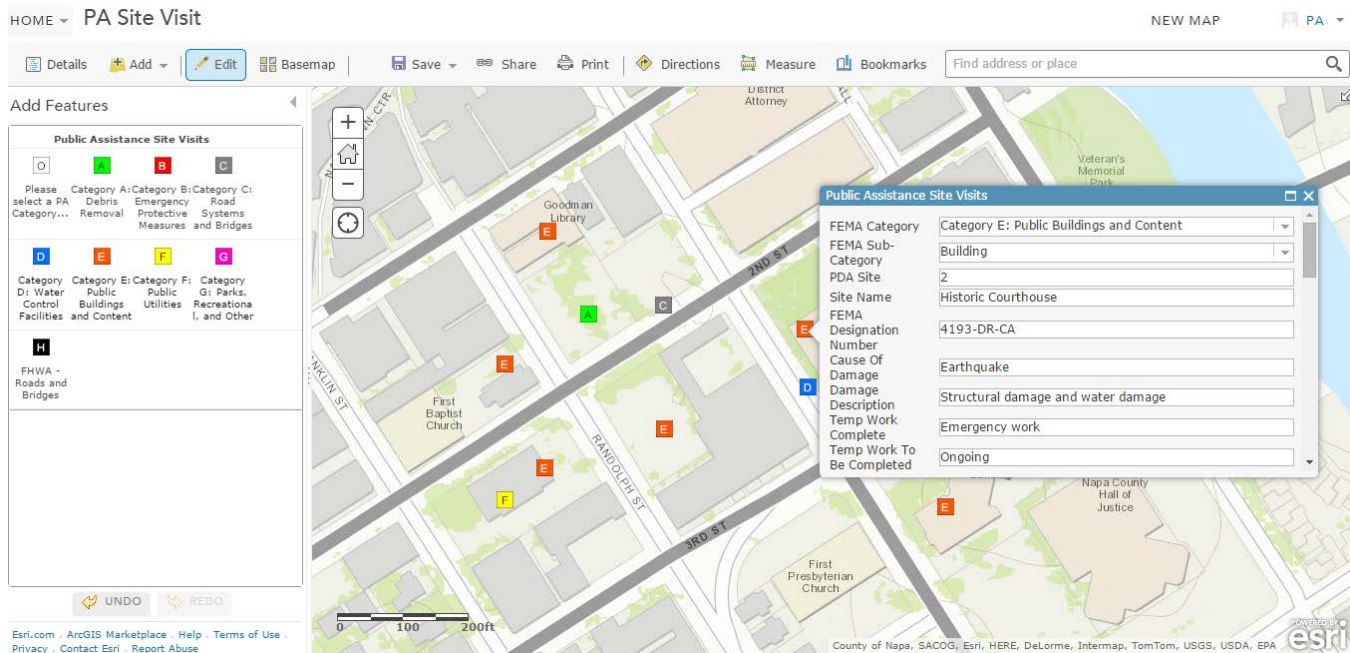
- FHWA Transportation Investment Generating Economic Recovery Grant
- Natural Resources Conservation Service (NRCS) Emergency Watershed Protection
- U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program

Tetra Tech has comprehensive experience working with the CDBG and CDBG-DR programs and has a successful record of helping communities across the region bolster recovery efforts and long-term resilience. Tetra Tech has applied our expertise in the CDBG-DR program to help numerous communities navigate complex program requirements, including the development of action plans, consolidated plans, grant management, application procedures, and compliance review among other services.

Damage Assessment

Following a disaster, the City will need to evaluate city-wide damages and identify priorities. Preliminary damage assessments are a critical component to the City receiving a disaster declaration following a major debris-generating event. If tasked, Tetra Tech is prepared to supplement City staff and assist in conducting electronic damage assessments. Tetra Tech's ADMS technology, RecoveryTrac™, would be used to conduct damage assessments and collect supporting data including photo documentation of damages. The collected information would be reported real-time through web-based maps that depict damage assessment progress. Tetra Tech has recently supported damage assessment efforts for local governments following the earthquake in Napa Valley, California and the severe storms and flooding in Boulder, Colorado. See Exhibit 5-15 for a sample image of Tetra Tech's web-based damage assessment report.

Exhibit 5-15: Damage Assessment Report



Reconstruction

Reconstruction typically begins during the recovery phase as funding is awarded and disbursed to applicants. In general, reconstruction activities are those services provided by the City after funding has been awarded to ensure that grant funds are being spent in accordance with the purpose outlined in the scope of the funding documents. The ultimate goal is to ensure that the necessary documentation exists to substantiate work completed with federal grant funds. Reconstruction is divided into five tasks:

- **Task 1: Program Management.** Tetra Tech will assist the City with program management activities to efficiently and effectively manage project implementation. The primary objective of Task 1 is to ensure that the City has the necessary tools and plans required to implement the FEMA PA and Hazard Mitigation Grant Program funds it has been awarded.
- **Task 2: Interim and Final Project Inspections (for Large PWs).** Tetra Tech will conduct interim and final project inspections to confirm applicants are completing work, following approved scopes of work, filing proper time extensions, and receiving adequate funding. Additionally, Tetra Tech will assist applicants with the creation of closeout packets, providing audit assistance and offering PW appeal and amendment/version support. At the City's request, Tetra Tech will accommodate requests made by FEMA to develop documentation necessary for releasing progress payments based on the interim inspections.
- **Task 3: Regulatory Auditing.** To ensure that work is conducted in compliance with federal, state, and local regulatory bodies, Tetra Tech will work with applicants to ensure that projects satisfy regulatory clearances. While the City does not maintain primary legal responsibility for policing regulatory matters, as an applicant for federal grant funding its proceeds are contingent upon the satisfaction of such requirements. For this reason, Tetra Tech will coordinate directly with federal, state, and local regulatory officials to ensure an open dialogue and active participation by all parties.
- **Task 4: Appeals Support.** Tetra Tech will work with FEMA and the City to proactively resolve funding challenges; applicants have the legal right to appeal decisions and judgments made by FEMA or the State if resolution cannot be reached. Part of this legal process requires that applicants submit appeals to the grantee (State of Florida) for approval and subsequent submission to the FEMA regional director. Tetra Tech will implement a systematic approach by which appeals are developed, submitted, and reviewed. In the event that a first appeal to the FEMA regional director is unsuccessful, Tetra Tech will assist the applicant with drafting the second appeal for submission to the national director of recovery.
- **Task 5: Long-Term Community Recovery Planning.** Due to the devastation that a hurricane or tropical storm can have on the area, the City and its local partners may wish to engage the FEMA Emergency Support Function (ESF) #14 Team – Long-Term Community Recovery. The ESF #14 Team can be deployed to those areas with catastrophic damage in an effort to effectively rebuild and recover from the disaster. ESF #14 planning efforts identify future initiatives (green building), economic revitalization (downtown redevelopment), and funding sources (private and public grants).

Tab 6 – Project Cost

Project Cost

Attached following this page is Tetra Tech's completed **Attachment A: Contact Information Form**. As required by the RFP and form therein, *we have provided pricing through the designated lines items listed on the BidSync website.*

Tab 7 – Exceptions

Exceptions

Authorized representatives of Tetra Tech have conducted a review of the City of Pembroke Pines RFP No. AD-18-04 for Disaster/Debris Monitoring Services and Financial Recovery Assistance and requests the City to consider the following:

- **Indemnification**

Tetra Tech requests that all indemnification clauses be limited to acts and/or omissions caused by Tetra Tech's negligent performance.

- **Performance and Payment Bonds**

The City's has recently denied the request to waive the Performance and Payment Bonds requirements. As such, Tetra Tech requests that the bonds are required within seven (7) calendar days versus three (3) calendar days. In addition, Tetra Tech requests that the amount of the bonds are equivalent to 100% of the estimated project cost, not \$1,000,000.00 if the project cost is less.

Tab 8 – Other Completed Documents



(OFFICE USE ONLY) Vendor number:

Please entirely complete this vendor information form along with the IRS Form W-9, and email to accountspayable@ppines.com

City of Pembroke Pines
Finance Department
601 City Center Way
Pembroke Pines, FL 33025

Vendor Information Form

Operating Name (Payee)	Tetra Tech, Inc.		
Legal Name (as filed with IRS)	Tetra Tech, Inc.		
Remit-to Address (For Payments)	P.O. Box 911-642		
	Denver, CO 80291		
Remit-to Contact Name:	Brad Wesolowski	Title:	Financial Manager
Email Address:	brad.wesolowski@tetrattech.com		
Phone #:	321-441-8545	Fax #	321-441-8501
Order-from Address (For purchase orders)	2301 Lucien Way, Suite 120, Maitland, FL 32751		
Order-from Contact Name:	Betty Kamara	Title:	Contracts Administrator
Email Address:	betty.kamara@tetrattech.com		
Phone #:	321-441-8518	Fax #	321-441-8501
Return-to Address (For product returns)			
Return-to Contact Name	Betty Kamara	Title:	Contracts Administrator
Email Address:	betty.kamara@tetrattech.com		
Phone #:	321-441-8518	Fax #	321-441-8501
Payment Terms:	Net 30 days		

Type of Business (please check one and provide Federal Tax identification or social security Number)

☒ Corporation

Federal ID Number:

95-4148514

☐ Sole Proprietorship/Individual

Social Security No.:

☐ Partnership

☐ Health Care Service Provider

☐ LLC – C (C corporation) – S (S corporation) – P (partnership)

☐ Other (Specify):

Name & Title of Applicant Jonathan Burgiel, Business Unit President

Signature of Applicant

Jonathan Burgiel

Date May 29, 2018

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Tetra Tech, Inc.		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) 2301 Lucien Way, Suite 120		Requester's name and address (optional)
	6 City, state, and ZIP code Maitland, FL 32751		
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number										
			-				-			
or										
Employer identification number										
9	5	-	4	1	4	8	5	1	4	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶ June 14, 2017
------------------	----------------------------	----------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Supplier Response Form

City of Pembroke Pines

Attachment C

NON-COLLUSIVE AFFIDAVIT

BIDDER is the ,
(Owner, Partner, Officer, Representative or Agent)

BIDDER is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

Printed Name/Signature *

Title

Name of Company *

Please enter your password below and click Save to update your response.

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature. (See [Electronic Signatures in Global and National Commerce Act](#) for more information.)

To take exception:

- 1) Click Take Exception.
- 2) Create a Word document detailing your exceptions.
- 3) Upload exceptions as an attachment to your offer on BidSync's system.

By completing this form, your bid has not yet been submitted. Please click on the place offer button to finish filling out your bid.

Username **ttbdr**

Password *

[Save](#)

[Take Exception](#)

[Close](#)

* Required fields

Supplier Response Form

City of Pembroke Pines

Attachment D

**SWORN STATEMENT
ON PUBLIC ENTITY CRIMES
UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a).**

1. This sworn statement is submitted Tetra Tech, Inc (name of entity submitting sworn statement) whose business address is 2301 Lucien Way, Suite 120, Maitland, FL 3 and (if applicable) its Federal Employer Identification Number (FEIN) is 95-4148514. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: N/A.)
2. My name is Jonathan Burgiel and my
(Please print name of individual signing)
relationship to the entity named above is Business Unit President.
3. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
4. I understand that a "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
5. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime: or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The Cityship by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
6. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or any entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

7. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Please indicate which statement applies.)**

☒ A) Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ B) The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, **AND (Please indicate which additional statement applies.)**

☐ B1) There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. **(Please attach a copy of the final order.)**

☐ B2) The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the final order.)**

☐ B3) The person or affiliate has not been placed on the convicted vendor list. **(Please describe any action taken by or pending with the Department of General Services.)**

*
Bidder's Name/Signature

*
Company

*
Date

Please enter your password below and click Save to update your response.

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature. (See [Electronic Signatures in Global and National Commerce Act](#) for more information.)

To take exception:

- 1) Click Take Exception.
- 2) Create a Word document detailing your exceptions.
- 3) Upload exceptions as an attachment to your offer on BidSync's system.

By completing this form, your bid has not yet been submitted. Please click on the place offer button to finish filling out your bid.

Username **ttbdr**

Password *

[Save](#)

[Take Exception](#)

[Close](#)

* Required fields

**VENDOR DRUG-FREE WORKPLACE CERTIFICATION FORM****SECTION 1 GENERAL TERM**

Preference may be given to vendors submitting a certification with their bid/proposal certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. This requirement affects all public entities of the State and becomes effective January 1, 1991. The special condition is as follows:

IDENTICAL TIE BIDS - Preference may be given to businesses with drug-free workplace programs. Whenever two or more bids that are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drugfree workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after each conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

SECTION 2 AFFIRMATION

☒ Place a check mark here only if affirming bidder **complies fully** with the above requirements for a Drug-Free Workplace.

☐ Place a check mark here only if affirming bidder **does not** meet the requirements for a Drug-Free Workplace.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for Drug-Free Workplace Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for Drug-Free Workplace Preference based on their sub-contractors' qualifications.


Authorized Signature

Jonathan Burgiel
Authorized Signer Name

Tetra Tech, Inc.
Company Name

Supplier Response Form**U.S. Department of Homeland Security's E-Verify System Affirmation Statement****RFP # AD-18-04 "Disaster/Debris Monitoring Services and Financial Recovery Assistance"**

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- a) all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- b) all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/Bidder Company Name:

Authorized Company Person's Signature:

Authorized Company Person's Title:

Date:

Please enter your password below and click Save to update your response.

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature. (See [Electronic Signatures in Global and National Commerce Act](#) for more information.)

To take exception:

- 1) Click Take Exception.
- 2) Create a Word document detailing your exceptions.
- 3) Upload exceptions as an attachment to your offer on BidSync's system.

By completing this form, your bid has not yet been submitted. Please click on the place offer button to finish filling out your bid.

Username **ttbdr**

Password *

[Save](#)

[Take Exception](#)

[Close](#)

* Required fields

Supplier Response Form



City of Pembroke Pines

Attachment G

EQUAL BENEFITS CERTIFICATION FORM FOR DOMESTIC PARTNERS AND ALL MARRIED COUPLES

Except where federal or state law mandates to the contrary, a Contractor awarded a Contract pursuant to a competitive solicitation shall provide benefits to Domestic Partners and spouses of its employees, irrespective of gender, on the same basis as it provides benefits to employees' spouses in traditional marriages.

The Contractor shall provide the City and/or the City Manager or his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with the provisions of this section, and upon request shall provide evidence that the Contractor is in compliance with the provisions of this section upon each new bid, contract renewal, or when the City Manager has received a complaint or has reason to believe the Contractor may not be in compliance with the provisions of this section. Records shall include but not be limited to providing the City and/or the City Manager or his/her designee with certified copies of the Contractor's records pertaining to its benefits policies and its employment policies and practices.

The Contractor must conspicuously make available to all employees and applicants for employment the following statement:

"During the performance of a contract with the City of Pembroke Pines, Florida, the Contractor will provide Equal Benefits to its employees with spouses, as defined by Section 35.39 of the City's Code of Ordinances, and its employees with Domestic Partners and all Married Couples".

The posted statement must also include a City contact telephone number and email address which will be provided to each contractor when a covered contract is executed.

SECTION 1 DEFINITIONS

1. **Benefits** means the following plan, program or policy provided or offered by a contractor to its employees as part of the employer's total compensation package which may include but is not limited to sick leave, bereavement leave, family medical leave, and health benefits.
2. **Cash Equivalent** mean the amount of money paid to an employee with a domestic partner or spouse in lieu of providing benefits to the employee's domestic partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee for his or her spouse from a traditional marriage.
3. **Covered Contract** means a contract between the City and a contractor awarded subsequent to the date when this section becomes effective valued at over \$25,000 or the threshold amount required for competitive bids as required in section 35.18(A) of the Procurement Code.
4. **Domestic Partner** shall mean any two (2) adults of the same or different sex who have registered as domestic partners with a governmental body pursuant to state or local law authorizing such

registration, or with an internal registry maintained by the employer of at least one of the domestic partners. A contractor may institute an internal registry to allow for the provision of equal benefits to employees with domestic partners who do not register their partnerships pursuant to a governmental body authorizing such registration, or who are located in a jurisdiction where no such governmental domestic partnership registry exists. A contractor that institutes such registry shall not impose criteria for registration that are more stringent than those required for domestic partnership registration by the City of Pembroke Pines.

5. **Equal benefits** means the equality of benefits between employees with spouses and/or dependents of spouses and employees with domestic partners and/or dependents of domestic partners, and/or between spouses of employees and/or dependents of spouses and domestic partners of employees and/or dependents of domestic partners.
6. **Spouse** means one member of a married pair legally married under the laws of any state within the United States of America or any other jurisdiction under which such marriage is legally recognized, irrespective of gender.
7. **Traditional marriage** means a marriage between one man and one woman.

SECTION 2 CERTIFICATION OF CONTRACTOR

The firm providing a response, by virtue of the signature below, certifies that it is aware of the requirements of Section 35.39 "City Contractors providing Equal Benefits for Domestic Partners and all Married Couples" of the City's Code of Ordinances, and certifies the following (**Check only one box below**):

- ☒ **A.** Contractor currently complies with the requirements of this section; or
- ☐ **B.** Contractor will comply with the conditions of this section at the time of contract award; or
- ☐ **C.** Contractor will not comply with the conditions of this section at the time of contract award: or
- ☐ **D.** Contractor does not comply with the conditions of this section because of the following allowable exemption (**Check only one box below**):
- ☐ **1.** The Contractor does not provide benefits to employees' spouses in traditional marriages;
- ☐ **2.** The Contractor provides an employee the cash equivalent of benefits because the Contractor is unable to provide benefits to employees' Domestic Partners or spouses despite making reasonable efforts to provide them. To meet this exception, the Contractor shall provide a notarized affidavit that it has made reasonable efforts to provide such benefits. The affidavit shall state the efforts taken to provide such benefits and the amount of the cash equivalent. Cash equivalent means the amount of money paid to an employee with a Domestic Partner or spouse rather than providing benefits to the employee's Domestic Partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee's spouse;
- ☐ **3.** The Contractor is a religious organization, association, society, or any non-profit charitable or educational institution or organization operated supervised or controlled by or in conjunction with a religious organization, association, or society;
- ☐ **4.** The Contractor is a governmental agency;

The certification shall be signed by an authorized officer of the Contractor. Failure to provide such certification (by checking the appropriate boxes above along with completing the information below) shall result in a Contractor being deemed non-responsive.

COMPANY NAME: *

AUTHORIZED OFFICER NAME / SIGNATURE: *

Please enter your password below and click Save to update your response.

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature. (See [Electronic Signatures in Global and National Commerce Act](#) for more information.)

To take exception:

- 1) Click Take Exception.
- 2) Create a Word document detailing your exceptions.
- 3) Upload exceptions as an attachment to your offer on BidSync's system.

By completing this form, your bid has not yet been submitted. Please click on the place offer button to finish filling out your bid.

Username **ttbdr**

Password *

[Save](#)

[Take Exception](#)

[Close](#)

* Required fields

Supplier Response Form

City of Pembroke Pines

Attachment H

PROPOSER'S QUALIFICATIONS STATEMENT

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

Tetra Tech, Inc.
2301 Lucien Way
Suite 120
Maitland, FL 32751

*

Contact Person's Name and Title: *

Contact Person's E-mail Address: *

PROPOSER'S Telephone and Fax Number: *

PROPOSER'S License Number: *

(Please attach certificate of status, competency, and/or state registration.)

PROPOSER'S Federal Identification Number: *

Number of years your organization has been in business *

State the number of years your firm has been in business under your present business name *

State the number of years your firm has been in business in the work specific to this solicitation: *

Names and titles of all officers, partners or individuals doing business under trade name:

Not applicable. List of Tetra Tech's officers are attached in proposal.

The business is a: Sole Proprietorship ☐ Partnership ☐ Corporation ☒

IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE. (ATTACH IN PROPOSER EXHIBIT SECTION)

Under what former name has your business operated? Include a description of the business. Failure to include such information shall be deemed to be intentional misrepresentation by the City and shall render the proposer RFP submittals non-responsive.

The TDR Division, which is a division within Tetra Tech has performed disaster debris monitoring services under the following previous business names:

1. R.W. Beck (2001 - 2005)

*

At what address was that business located?

2301 Lucien Way
Suite 120
Maitland, FL 32751

*

Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

Zurich North America Surety
777 S. Figueroa Street, Suite 3900
Los Angeles, CA 90017
213-270-0803

*

Have you ever failed to complete work awarded to you. If so, when, where and why?

Tetra tech has never failed to complete work associated with disaster debris monitoring services.

*

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

Yes - See attached proposal.

*

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

No

*

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

None

*

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

Tetra Tech has never had any bond claims associated with disaster debris monitoring services.

*

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

Tetra Tech certifies that it has:

- No current claims, arbitrations, administrative hearings, mediations and lawsuits related to disaster debris monitoring services
- No pending lawsuits related to disaster debris monitoring services

*

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

Tetra Tech certifies that it has no current criminal proceedings or hearings concerning business related offenses associated with disaster debris monitoring services.

*

Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF A Public Entity Crime, debarred or suspended from bidding by any government entity? If so, provide details.

No

*

Are you an ☒ Original provider ☐ sales representative ☐ distributor, ☐ broker, ☐ manufacturer ☐ other, of the commodities/services proposed upon? If other than the original provider, explain below.

Original provider

*

Have you ever been debarred or suspended from doing business with any governmental agency? If yes, please explain:

No

*

Describe the firm's local experience/nature of service with contracts of similar size and complexity, it the previous three (3) years:

Since 2009, Tetra tech has held the City of Pembroke Pines contract for disaster debris monitoring services, which allows our team to provide an efficient and cost-effective disaster recovery clean-up with no learning curve. Following Hurricane Wilma, the Tetra Tech team successfully managed the City's disaster recovery operations

*

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER'S qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

Tetra Tech, Inc.

*

(Company Name)

Jonathan Burgiel

*

(Printed Name/Signature)

Please enter your password below and click Save to update your response.

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature. (See [Electronic Signatures in Global and National Commerce Act](#) for more information.)

To take exception:

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[Take Exception](#)

[Close](#)

* Required fields

Attachment M

**CERTIFICATION REGARDING LOBBYING;
DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS
FOR EXPENDITURE OF FEDERAL FUNDS**

LOBBYING

As required by 7 CFR Part 3018, for persons entering into a contract, grant or cooperative agreement over **\$100,000** involving the expenditure of Federal funds, the undersigned certifies for itself and its principals that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit **Standard Form - LLL, "Disclosure Form to Report Lobbying,"** in accordance with its instructions; and
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into.

Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Jonathan Burgiel, Business Unit President

PRINTED NAME/TITLE OF REPRESENTATIVE

AD-18-03

CONTRACT / PURCHASE ORDER NUMBER



SIGNATURE OF REPRESENTATIVE / DATE

DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

As required by 7 CFR Part 3017, for persons entering into a contract, grant or cooperative agreement over **\$25,000** involving the expenditure of Federal funds, the undersigned certifies for itself and its principals that:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a Government entity (Federal, State, or local) with commission of any offenses enumerated in paragraph (b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default; and

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

Jonathan Burgiel, Business Unit President

PRINTED NAME/TITLE OF REPRESENTATIVE

AD-18-03

CONTRACT / PURCHASE ORDER NUMBER



SIGNATURE OF REPRESENTATIVE / DATE

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

1. Type of Federal Action: _____ a. contract _____ b. grant _____ c. cooperative agreement _____ d. loan _____ e. loan guarantee _____ f. loan insurance	2. Status of Federal Action: _____ a. bid/offer/application _____ b. initial award _____ c. post-award	3. Report Type: _____ a. initial filing _____ b. material change For material change only: Year _____ quarter _____ Date of last report _____
4. Name and Address of Reporting Entity: _____ Prime _____ Subawardee _____ Tier _____, if Known: Congressional District, if known:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, <i>if applicable</i> : _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	

Tab 9 – Additional Information



CERTIFICATE OF LIABILITY INSURANCE

 DATE(MM/DD/YYYY)
09/26/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Insurance Services West, Inc. Los Angeles CA Office 707 Wilshire Boulevard Suite 2600 Los Angeles CA 90017-0460 USA	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105 E-MAIL ADDRESS: <table border="1"> <tr> <th data-bbox="803 472 1388 514">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1388 472 1520 514">NAIC #</th> </tr> <tr> <td data-bbox="803 514 1388 546">INSURER A: Lexington Insurance Company</td> <td data-bbox="1388 514 1520 546">19437</td> </tr> <tr> <td data-bbox="803 546 1388 577">INSURER B: National Union Fire Ins Co of Pittsburgh</td> <td data-bbox="1388 546 1520 577">19445</td> </tr> <tr> <td data-bbox="803 577 1388 609">INSURER C: The Insurance Co of the State of PA</td> <td data-bbox="1388 577 1520 609">19429</td> </tr> <tr> <td data-bbox="803 609 1388 640">INSURER D: American Home Assurance Co.</td> <td data-bbox="1388 609 1520 640">19380</td> </tr> <tr> <td data-bbox="803 640 1388 672">INSURER E: AIG Europe Limited</td> <td data-bbox="1388 640 1520 672">AA1120841</td> </tr> <tr> <td data-bbox="803 672 1388 686">INSURER F:</td> <td data-bbox="1388 672 1520 686"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Lexington Insurance Company	19437	INSURER B: National Union Fire Ins Co of Pittsburgh	19445	INSURER C: The Insurance Co of the State of PA	19429	INSURER D: American Home Assurance Co.	19380	INSURER E: AIG Europe Limited	AA1120841	INSURER F:	
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INSURER D: American Home Assurance Co.	19380														
INSURER E: AIG Europe Limited	AA1120841														
INSURER F:															
INSURED Tetra Tech, Inc. 1 S Wacker Drive 37th Floor Chicago IL 60606 USA															

COVERAGES
CERTIFICATE NUMBER: 570063784534


REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS												
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> X,C,U Coverage GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			GL7468716	10/01/2017	10/01/2018	<table border="1"> <tr><td>EACH OCCURRENCE</td><td>\$2,000,000</td></tr> <tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$1,000,000</td></tr> <tr><td>MED EXP (Any one person)</td><td>\$10,000</td></tr> <tr><td>PERSONAL & ADV INJURY</td><td>\$2,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td>\$4,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG</td><td>\$4,000,000</td></tr> </table>	EACH OCCURRENCE	\$2,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000	MED EXP (Any one person)	\$10,000	PERSONAL & ADV INJURY	\$2,000,000	GENERAL AGGREGATE	\$4,000,000	PRODUCTS - COMP/OP AGG	\$4,000,000
EACH OCCURRENCE	\$2,000,000																		
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000																		
MED EXP (Any one person)	\$10,000																		
PERSONAL & ADV INJURY	\$2,000,000																		
GENERAL AGGREGATE	\$4,000,000																		
PRODUCTS - COMP/OP AGG	\$4,000,000																		
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CA4288055	10/01/2017	10/01/2018	<table border="1"> <tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$2,000,000</td></tr> <tr><td>BODILY INJURY (Per person)</td><td></td></tr> <tr><td>BODILY INJURY (Per accident)</td><td></td></tr> <tr><td>PROPERTY DAMAGE (Per accident)</td><td></td></tr> </table>	COMBINED SINGLE LIMIT (Ea accident)	\$2,000,000	BODILY INJURY (Per person)		BODILY INJURY (Per accident)		PROPERTY DAMAGE (Per accident)					
COMBINED SINGLE LIMIT (Ea accident)	\$2,000,000																		
BODILY INJURY (Per person)																			
BODILY INJURY (Per accident)																			
PROPERTY DAMAGE (Per accident)																			
E	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$100,000			CSUSA1702199	10/01/2017	10/01/2018	<table border="1"> <tr><td>EACH OCCURRENCE</td><td>\$5,000,000</td></tr> <tr><td>AGGREGATE</td><td>\$5,000,000</td></tr> </table>	EACH OCCURRENCE	\$5,000,000	AGGREGATE	\$5,000,000								
EACH OCCURRENCE	\$5,000,000																		
AGGREGATE	\$5,000,000																		
C D C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC014629496 WC014629497 WC014629498 WC014629499	10/01/2017 10/01/2017 10/01/2017 10/01/2017	10/01/2018 10/01/2018 10/01/2018 10/01/2018	<table border="1"> <tr><td><input checked="" type="checkbox"/> PER STATUTE</td><td>OTH-ER</td></tr> <tr><td>E.L. EACH ACCIDENT</td><td>\$1,000,000</td></tr> <tr><td>E.L. DISEASE-EA EMPLOYEE</td><td>\$1,000,000</td></tr> <tr><td>E.L. DISEASE-POLICY LIMIT</td><td>\$1,000,000</td></tr> </table>	<input checked="" type="checkbox"/> PER STATUTE	OTH-ER	E.L. EACH ACCIDENT	\$1,000,000	E.L. DISEASE-EA EMPLOYEE	\$1,000,000	E.L. DISEASE-POLICY LIMIT	\$1,000,000				
<input checked="" type="checkbox"/> PER STATUTE	OTH-ER																		
E.L. EACH ACCIDENT	\$1,000,000																		
E.L. DISEASE-EA EMPLOYEE	\$1,000,000																		
E.L. DISEASE-POLICY LIMIT	\$1,000,000																		
A	Professional Liability and Contractor's Pollution Liability			028182375 Prof/Poll Liab SIR applies per policy terms & conditions	10/01/2017	10/01/2019	<table border="1"> <tr><td>Each Claim</td><td>\$5,000,000</td></tr> <tr><td>Aggregate</td><td>\$5,000,000</td></tr> </table>	Each Claim	\$5,000,000	Aggregate	\$5,000,000								
Each Claim	\$5,000,000																		
Aggregate	\$5,000,000																		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER
CANCELLATION

Evidence of Insurance	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CITY OF MAITLAND
FINANCE DEPARTMENT
1776 INDEPENDENCE LANE
MAITLAND, FL 32751

TETRA TECH INC
TAX DEPT
3475 E FOOTHILL BLVD
PASADENA, CA 91107

CITY OF MAITLAND CIT S
1776 INDEPENDENCE LANE
MAITLAND, FL 32751

02/05/2018

08:07:56

CREDIT CARD

VISA SALE

Card #

XXXXXXXXXXXX8658

SEQ #:

1

Batch #:

379

INVOICE

1

Approval Code:

080756

Entry Method:

Manual

Mode:

Online

Avs Code:

NYZ

This is your Local Business Tax Receipt, form
an Occupational License. Please detach the rec
post in a conspicuous place. If you have any q
your receipt please contact 407-539-

SALE AMOUNT

\$10.00

CUSTOMER COPY



CUT HERE

CITY OF MAITLAND, 1776 INDEPENDENCE LANE, MAITLAND, FL 32751

LOCAL BUSINESS TAX RECEIPT # 10499

EFFECTIVE: 10/01/17

EXPIRATION: 09/30/18

LOCATION: 2301 LUCIEN WAY #110

TETRA TECH INC

CATEGORY: BUSINESS

TYPE: SERVICES; ENGINEER/ACCOUNTING/MANAGEMENT

The person, firm, or corporation named above is hereby granted this receipt for fees paid to the City of Maitland for the business described above for the period indicated. Granting of this receipt does not entitle the holder to operate or maintain a business in violation of law or ordinance. The City of Maitland does not guarantee the qualifications of the holder of this receipt.

POST IN A CONSPICUOUS PLACE

NOT VALID UNLESS SIGNED BY CITY OFFICIAL

Supplier: **Tetra Tech, Inc**



City of Pembroke Pines

Attachment A

CONTACT INFORMATION FORM

IN ACCORDANCE WITH “AD-18-04” titled “**Disaster/Debris Monitoring Services and Financial Recovery Assistance**” attached hereto as a part hereof, the undersigned submits the following:

A) Contact Information

The Contact information form shall be electronically signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

COMPANY INFORMATION:

COMPANY: **Tetra Tech, Inc.**
STREET ADDRESS: **2301 Lucien Way Suite 120**
CITY, STATE & ZIP CODE: **Maitland, FL 32751**

PRIMARY CONTACT FOR THE PROJECT:

NAME: **Betty Kamara** TITLE: **Contracts Administrator**
E-MAIL: **betty.kamara@tetrattech.com**
TELEPHONE: **3214418518** FAX: **3214418501**

AUTHORIZED APPROVER:

NAME: **Jonathan Burgiel** TITLE: **Business Unit President**
E-MAIL: **jonathan.burgiel@tetrattech.com**
TELEPHONE: **3214418518** FAX: **3214418501**
SIGNATURE: **Jonathan Burgiel**

B) Sample Proposal Form

The following sample price proposal is for information only. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

SCHEDULE 1 – LABOR			
Labor - Proposer shall provide hourly rates for the following key personnel. These rates shall be fully burdened to include all applicable taxes, benefits, handling charges, overhead, and profits (excluding lodging, meals, and transportation). Proposer should add other positions necessary to provide the services outlined in this RFP and hourly rates for each. Job descriptions for each added position should be included in the proposal. Please use additional sheets if necessary.			
Item #	Position	Unit of Measure	Price Per Unit of Measure
A1)	Project Manager Primary point-of-contact to the City and overall responsible for all Consultant services and personnel.	Hour	\$ sss
A2)	Field Supervisor Responsible for a crew of Field Monitors.	Hour	\$ sss
A3)	Field Monitor Responsible for overseeing the DMC's debris recovery activities and issuing load tickets.	Hour	\$ sss
A4)	TDMS and Drop-Off Site Monitors TDMS Monitor – Responsible for recording the volume of debris brought to a TDMS by the DMC. Drop-Off Site Monitor – Responsible for determining the eligibility of users at the public debris Drop-Off Sites and issuing load tickets to the DMC.	Hour	\$ sss
A5)	Debris Site Security Unarmed and non-sworn security at TDMSs and Drop-Off Sites when sites are not open.	Hour	\$ sss
A6)	Data Manager Responsible for Data Support Personnel.	Hour	\$ sss
A7)	Data Support Personnel Responsible for tracking, verifying, and entering load tickets into a database application, digitizing source documentation.	Hour	\$ sss
A8)	GIS Specialist Responsible for coordinating GIS application with City GIS staff members.	Hour	\$ sss
A9)	Grant Management Consultant Responsible for the Financial Recovery Assistance portion of the project.	Hour	\$ sss
A10)	Quality Assurance / Quality Control Manager Ensures Quality Assurance and Quality Control of the project.	Hour	\$ sss

A11)	Grant Management Specialist Provides support to the Financial Recovery Assistance portion of the project.	Hour	\$ sss
PLEASE SUBMIT ANY ADDITIONAL ITEMS AS A SEPARATE ATTACHMENT TO YOUR SUBMITTAL			

SCHEDULE 2 – OTHER SERVICES

Proposer shall provide rates for aerial photographs and annual services. These rates shall be all-inclusive, relieving the City of any additional fees or charges for these services.

Item #	Item / Description	Unit of Measure	Price Per Unit of Measure
B1)	Aerial Photo (one flight and one photograph)	Each	\$ sss
B2)	Aerial Photo Package (Five photos per flight, different locations)	Each	\$ sss
B3)	Photograph Copies (per duplication of original photo)	Each	\$ sss
B4)	Additional Photographs (per photo, same flight, same location, different view)	Each	\$ sss
B5)	Additional Location (one photo, same flight, different location)	Each	\$ sss
PLEASE SUBMIT ANY ADDITIONAL ITEMS AS A SEPARATE ATTACHMENT TO YOUR SUBMITTAL			

Supplier: **Tetra Tech, Inc**



City of Pembroke Pines

Attachment C

NON-COLLUSIVE AFFIDAVIT

BIDDER is the **Tetra Tech, Inc. - Jonathan Burgiel (Authorized Representative)**,
(Owner, Partner, Officer, Representative or Agent)

BIDDER is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

Printed Name/Signature **Jonathan Burgiel**

Title **Business Unit President**

Name of Company **Tetra Tech, Inc.**

Supplier: **Tetra Tech, Inc**



City of Pembroke Pines

Attachment D

**SWORN STATEMENT
ON PUBLIC ENTITY CRIMES
UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a).**

1. This sworn statement is submitted **Tetra Tech, Inc** (name of entity submitting sworn statement) whose business address is **2301 Lucien Way, Suite 120, Maitland, FL 32751** and (if applicable) its Federal Employer Identification Number (FEIN) is **95-4148514**. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: **N/A**.)
2. My name is **Jonathan Burgiel** and my
(Please print name of individual signing)

relationship to the entity named above is **Business Unit President**.
3. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
4. I understand that a "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
5. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime: or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The Cityship by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
6. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any

natural person or any entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

7. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Please indicate which statement applies.)**

☒ A) Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ B) The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND **(Please indicate which additional statement applies.)**

☐ B1) There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. **(Please attach a copy of the final order.)**

☐ B2) The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the final order.)**

☐ B3) The person or affiliate has not been placed on the convicted vendor list. **(Please describe any action taken by or pending with the Department of General Services.)**

Jonathan Burgiel
Bidder's Name/Signature

Tetra Tech, Inc.
Company

May 25, 2018
Date

Supplier: **Tetra Tech, Inc**

U.S. Department of Homeland Security's E-Verify System Affirmation Statement

RFP # AD-18-04 "Disaster/Debris Monitoring Services and Financial Recovery Assistance"

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- a) all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- b) all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/Bidder Company Name: **Tetra Tech, Inc.**

Authorized Company Person's Signature: **Jonathan Burgiel**

Authorized Company Person's Title: **Business Unit President**

Date: **May 25, 2018**

Supplier: **Tetra Tech, Inc**



City of Pembroke Pines

Attachment G

EQUAL BENEFITS CERTIFICATION FORM FOR DOMESTIC PARTNERS AND ALL MARRIED COUPLES

Except where federal or state law mandates to the contrary, a Contractor awarded a Contract pursuant to a competitive solicitation shall provide benefits to Domestic Partners and spouses of its employees, irrespective of gender, on the same basis as it provides benefits to employees' spouses in traditional marriages.

The Contractor shall provide the City and/or the City Manager or his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with the provisions of this section, and upon request shall provide evidence that the Contractor is in compliance with the provisions of this section upon each new bid, contract renewal, or when the City Manager has received a complaint or has reason to believe the Contractor may not be in compliance with the provisions of this section. Records shall include but not be limited to providing the City and/or the City Manager or his/her designee with certified copies of the Contractor's records pertaining to its benefits policies and its employment policies and practices.

The Contractor must conspicuously make available to all employees and applicants for employment the following statement:

“During the performance of a contract with the City of Pembroke Pines, Florida, the Contractor will provide Equal Benefits to its employees with spouses, as defined by Section 35.39 of the City's Code of Ordinances, and its employees with Domestic Partners and all Married Couples”.

The posted statement must also include a City contact telephone number and email address which will be provided to each contractor when a covered contract is executed.

SECTION 1 DEFINITIONS

1. **Benefits** means the following plan, program or policy provided or offered by a contractor to its employees as part of the employer's total compensation package which may include but is not limited to sick leave, bereavement leave, family medical leave, and health benefits.
2. **Cash Equivalent** mean the amount of money paid to an employee with a domestic partner or spouse in lieu of providing benefits to the employee's domestic partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee for his or her spouse from a traditional marriage.
3. **Covered Contract** means a contract between the City and a contractor awarded subsequent to the date when this section becomes effective valued at over \$25,000 or the threshold amount required for competitive bids as required in section 35.18(A) of the Procurement Code.
4. **Domestic Partner** shall mean any two (2) adults of the same or different sex who have registered as domestic partners with a governmental body pursuant to state or local law authorizing such registration, or with an internal registry maintained by the employer of at least one of the domestic partners. A contractor may institute an internal registry to allow for the provision of equal benefits to employees with domestic partners who do not register their partnerships pursuant to a governmental body authorizing such registration, or who are

located in a jurisdiction where no such governmental domestic partnership registry exists. A contractor that institutes such registry shall not impose criteria for registration that are more stringent than those required for domestic partnership registration by the City of Pembroke Pines.

5. **Equal benefits** means the equality of benefits between employees with spouses and/or dependents of spouses and employees with domestic partners and/or dependents of domestic partners, and/or between spouses of employees and/or dependents of spouses and domestic partners of employees and/or dependents of domestic partners.
6. **Spouse** means one member of a married pair legally married under the laws of any state within the United States of America or any other jurisdiction under which such marriage is legally recognized, irrespective of gender.
7. **Traditional marriage** means a marriage between one man and one woman.

SECTION 2 CERTIFICATION OF CONTRACTOR

The firm providing a response, by virtue of the signature below, certifies that it is aware of the requirements of Section 35.39 "City Contractors providing Equal Benefits for Domestic Partners and all Married Couples" of the City's Code of Ordinances, and certifies the following (**Check only one box below**):

- ☒ **A.** Contractor currently complies with the requirements of this section; or
- ☐ **B.** Contractor will comply with the conditions of this section at the time of contract award; or
- ☐ **C.** Contractor will not comply with the conditions of this section at the time of contract award:
or
- ☐ **D.** Contractor does not comply with the conditions of this section because of the following allowable exemption (**Check only one box below**):
- ☐ **1.** The Contractor does not provide benefits to employees' spouses in traditional marriages;
- ☐ **2.** The Contractor provides an employee the cash equivalent of benefits because the Contractor is unable to provide benefits to employees' Domestic Partners or spouses despite making reasonable efforts to provide them. To meet this exception, the Contractor shall provide a notarized affidavit that it has made reasonable efforts to provide such benefits. The affidavit shall state the efforts taken to provide such benefits and the amount of the cash equivalent. Cash equivalent means the amount of money paid to an employee with a Domestic Partner or spouse rather than providing benefits to the employee's Domestic Partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee's spouse;
- ☐ **3.** The Contractor is a religious organization, association, society, or any non-profit charitable or educational institution or organization operated supervised or controlled by or in conjunction with a religious organization, association, or society;
- ☐ **4.** The Contractor is a governmental agency;

The certification shall be signed by an authorized officer of the Contractor. Failure to provide such certification (by checking the appropriate boxes above along with completing the information below) shall result in a Contractor being deemed non-responsive.

COMPANY NAME: **Tetra Tech, Inc.**

AUTHORIZED OFFICER NAME / SIGNATURE: **Jonathan Burgiel**

Supplier: **Tetra Tech, Inc**



City of Pembroke Pines

Attachment H

PROPOSER'S QUALIFICATIONS STATEMENT

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

**Tetra Tech, Inc.
2301 Lucien Way
Suite 120
Maitland, FL 32751**

Contact Person's Name and Title: **Betty Kamara**

Contact Person's E-mail Address: **betty.kamara@tetrattech.com**

PROPOSER'S Telephone and Fax Number: **321-441-8518; 321-441-8501**

PROPOSER'S License Number: **Attached in proposal**
(Please attach certificate of status, competency, and/or state registration.)

PROPOSER'S Federal Identification Number: **95-4148514**

Number of years your organization has been in business **51**

State the number of years your firm has been in business under your present business name **51**

State the number of years your firm has been in business in the work specific to this solicitation: **17**

Names and titles of all officers, partners or individuals doing business under trade name:

Not applicable. List of Tetra Tech's officers are attached in proposal.

The business is a: Sole Proprietorship ☐ Partnership ☐ Corporation ☒

IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE. (ATTACH IN PROPOSER EXHIBIT SECTION)

Under what former name has your business operated? Include a description of the business. Failure to include such information shall be deemed to be intentional misrepresentation by the City and shall render the proposer RFP submittals non-responsive.

The TDR Division, which is a division within Tetra Tech has performed disaster debris monitoring services under the following previous business names:

- 1. R.W. Beck (2001 - 2005)**
- 2. Beck Disaster Recovery, Inc. (BDR) (2005 - 2009)**
- 3. Science Applications International Corporations (SAIC) (2009 - 2013)**
- 4. In September 2013, SAIC changed its name to Leidos, Inc.**
- 5. In 2014, our division within Leidos was acquired by Tetra Tech**

At what address was that business located?

**2301 Lucien Way
Suite 120
Maitland, FL 32751**

Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

**Zurich North America Surety
777 S. Figueroa Street, Suite 3900
Los Angeles, CA 90017
213-270-0803**

Have you ever failed to complete work awarded to you. If so, when, where and why?

Tetra tech has never failed to complete work associated with disaster debris monitoring services.

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

Yes - See attached proposal.

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor (s).

No

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

None

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

Tetra Tech has never had any bond claims associated with disaster debris monitoring services.

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

Tetra Tech certifies that it has:

- **No current claims, arbitrations, administrative hearings, mediations and lawsuits related to disaster debris monitoring services**
- **No pending lawsuits related to disaster debris monitoring services**
- **No judgements from lawsuits related to disaster debris monitoring Services within last ten (10) years.**

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

Tetra Tech certifies that it has no current criminal proceedings or hearings concerning business related offenses associated with disaster debris monitoring services.

Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF A Public Entity Crime, debarred or suspended from bidding by any government entity? If so, provide details.

No

Are you an ☒ Original provider ☐ sales representative ☐ distributor, ☐ broker, ☐ manufacturer ☐ other, of the commodities/services proposed upon? If other than the original provider, explain below.

Original provider

Have you ever been debarred or suspended from doing business with any governmental agency? If yes, please explain:

No

Describe the firm's local experience/nature of service with contracts of similar size and complexity, in the previous three (3) years:

Since 2009, Tetra Tech has held the City of Pembroke Pines contract for disaster debris monitoring services, which allows our team to provide an efficient and cost-effective disaster recovery clean-up with no learning curve. Following Hurricane Wilma, the Tetra Tech team successfully managed the City's disaster recovery operations and monitored the collection and removal of over 900,000 CYs of debris. Most recently, our firm managed the City's debris removal monitoring program following Hurricane Irma, which resulted in over 220,000 Cubic Yards of debris.

Through this past experience with the City, Tetra Tech understands and is able to anticipate the City's post-disaster recovery concerns. Most importantly, we have knowledge of and have developed unique operational protocols designed to expedite the City's post-event recovery. This level of expertise only comes with having worked with the City extensively over the past decade.

Since 2004, our team has monitored collection and removal of over 60 million CY of debris in Florida. Our team has assisted numerous communities in Florida with response and recovery efforts after Hurricanes Charley, Frances, Jeanne, Ivan, Dennis, Katrina, Wilma, Matthew, and most recently, Irma. In addition, our team has assisted communities after a variety of other disasters, including tropical storms, tornadoes, fires, and floods. Tetra Tech is proud of our experience in Florida and is committed to successfully managing all phases of debris monitoring for our clients after a debris-generating event. Additionally, with 24 offices throughout Florida, Tetra Tech is available to the City before, during, and after a disaster.

See attached proposal for additional information.

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER'S qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

Tetra Tech, Inc.

(Company Name)

Jonathan Burgiel

(Printed Name/Signature)

Supplier: **Tetra Tech, Inc**

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **Volusia County, Florida**

Address: **123 West Indiana Ave., Room 402**

City/State/Zip: **Deland, FL 32720**

Contact Name: **John Angiulli** Title: **Public Works Director**

E-Mail Address: **jangiulli@volusia.org**

Telephone: **(386) 736-5965 ext. 2712** Fax: **N/A**

Project Information:

Name and location of the project: **Disaster Debris Program Management – Hurricane Matthew, Volusia County, FL**

Nature of the firm's responsibility on the project: **Hurricane Matthew devastated the coastal communities of Volusia County in October 2016, when it made landfall as a Category 2 hurricane and was responsible for one fatality. With 90% of residents left without power, there were numerous reports of downed powerlines, downed trees, and flooded homes, causing chaos throughout the county.**

Our team has been supporting Volusia County for many years and was available to assist prior to the storm making landfall as well as in the immediate aftermath. Early estimates of the damage indicated debris amounts totaling over 1 million cubic yards, with thousands of hazardous trees in public roads and debris in waterways. Tetra Tech mobilized a team within hours and began the process of onboarding local debris monitors.

In addition to providing debris monitoring services, Tetra Tech was a crucial part of the operations planning team, providing consulting in the EOC while initial operations were unfolding and helping with special tasks like getting temporary debris sites permitted and putting together the documentation to request FEMA approval of debris collection on private roads. In total, our team monitored 1,058,962 cubic yards of debris. Additionally, our team of grant management specialists has assisted in administering FEMA federal grant funding services and grant administration for all categories of work.

Project duration: **October 2016 – February 2017** Completion (Anticipated) Date: **February 2017**

Size of project: **1,058,962 CY** Cost of project: **\$1,967,757**

Work for which staff was responsible: **disaster debris program management, FEMA documentation**

Contract Type: **Pre-positioned contract**

The results/deliverables of the project: **Damage estimation, debris removal monitoring, grant administration**

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **St Johns County, Florida**

Address: **2740 Industry Center Road**

City/State/Zip: **St. Augustine, FL 32084**

Contact Name: **Greg Caldwell, MPA** Title: **Public Works**

E-Mail Address: **gcaldwell@sjcfl.us**

Telephone: **(904) 209-0132** Fax: **N/A**

Project Information:

Name and location of the project: **Disaster Debris Management Services - St. Johns County, FL**

Nature of the firm's responsibility on the project: **When Hurricane Matthew impacted St. Johns County on October 7, 2016 as a category three storm, it left a trail of destruction in its wake that was felt county-wide. Its physical impacts affected the entire county, with damages including fallen limbs and trees, home fragments, fences, and construction debris. Home to the nation's oldest city, more than 1,000 historic homes and buildings in St. Augustine were significantly damaged as a result of Hurricane Matthew. Among the famous buildings inundated during the hurricane was Flagler College's ornate Spanish Renaissance-style main hall, built in 1888, where as much as four feet of water surged through its lower floors.**

Tetra Tech was retained as St. Johns County's debris monitoring service provider under a pre-positioned contract. Our team mobilized in the immediate aftermath of the storms impact, hiring nearly 50 local monitors to manage and document the County's debris removal efforts. This included the staffing of seven temporary debris management sites (DMS) throughout the County; five for vegetative debris and two that accepted C&D debris.

The Tetra Tech team also monitored the haul-out of debris and the remediation and close-out of all seven DMS.

In addition to right-of-way (ROW) debris removal, our team conducted several special programs, including beach debris removal and private road debris removal. Debris management consultants working with the County helped put together the documentation for FEMA approval of debris on private roads and helped manage the County's application of the Public Assistance Alternative Procedures Pilot Program for accelerated debris removal. Although this project is still ongoing, our

team has monitored the removal of over 700,000 cubic yards of debris. We are currently in the process of beginning a program with a separate contractor for the removal of hazardous hanging limbs and leaning trees from throughout the County.

Project duration: **October 2016 – March 2017** Completion (Anticipated) Date: **March 2017**

Size of project: **700,000 cubic yards** Cost of project: **\$1,303,000**

Work for which staff was responsible: **ROW debris removal, leaner hanger removal, FEMA documentation**

Contract Type: **Pre-positioned contract**

The results/deliverables of the project: **Debris removal monitoring of over 700K CY of debris**

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Port Orange, Florida**

Address: **1000 City Center Circle**

City/State/Zip: **Port Orange, FL 32129**

Contact Name: **Matt Jones** Title: **City Attorney**

E-Mail Address: **mjones@port-orange.org**

Telephone: **386-506-5537** Fax: **N/A**

Project Information:

Name and location of the project: **Disaster Debris Program Management – Hurricanes Matthew & Irma, City of Port Orange, FL**

Nature of the firm's responsibility on the project: **Hurricane Matthew devastated the coastal community of Port Orange in October 2016 when it made landfall as a Category 2 hurricane. With 90% of residents left without power, there were numerous reports of downed powerlines and uprooted trees blocking local roadways, causing chaos throughout the county. Residents along the Halifax River experienced a storm surge of at least 3 feet, causing flooding damage for many local residents and destroying waterfront business and marinas along the coast.**

Our team has been supporting Volusia County's communities for many years and was available to assist the City prior to the storm making landfall as well as in the immediate aftermath. Within hours, Tetra Tech mobilized a team to assess the damage and begin the process of onboarding local debris monitors. When pre-identified temporary debris management sites were deemed inefficient for the project operations, Tetra Tech staffed helped the City to identify and coordinate with the Florida Department of Environmental Protection (FDEP) to permit alternate sites.

In total, our team monitored over 428,000 cubic yards of debris and over 6,000 removals of hazardous hanging limbs and leaning trees. Tetra Tech used RecoveryTrac™ to document all loads and separate public and private road data after helping the City obtain FEMA approval for debris removal from private communities that were seriously impacted by the storm. Our geoportal provided City staff with visibility into project operations and gave them the information to communicate with City residents regarding the progress of debris removal and timelines for completion.

Tetra Tech also provided the City of Port Orange with FEMA Public Assistance consulting services to support formulation of their Category A-G project worksheets estimated at roughly \$20M. Our team not only provided staff augmentation to prepare project worksheets and required supporting documentation, but supported the completion of site visits in the field along with City, State, and FEMA representatives.

Hurricane Irma

The City of Port Orange again activated our team following Hurricane Irma. In total, our team monitored the removal of over 100,000 CY of debris, and our project management team continues to assist the City with their long-term recovery.

Project duration: October 2016 – Ongoing Completion (Anticipated) Date: May 2018

Size of project: 428,000 CY, 100,000 CY Cost of project: \$1,872,394

Work for which staff was responsible: Disaster debris monitoring program management, FEMA Public Assistance consulting

Contract Type: Pre-positioned contract

The results/deliverables of the project: Monitored over 428,000 cubic yards of debris and over 6,000 removals of hazardous hanging limbs and leaning trees

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Cape Coral, Florida**

Address: **1015 Cultural Park Blvd**

City/State/Zip: **Cape Coral, FL 33990**

Contact Name: **Mark Ridenour** Title: **Facilities/Projects Manager**

E-Mail Address: **mridenou@capecoral.net**

Telephone: **(239) 574-0724** Fax: **N/A**

Project Information:

Name and location of the project: **Disaster Debris Program Management – Hurricane Irma, Cape Coral, FL**

Nature of the firm's responsibility on the project: **In September 2017, the waterfront city of Cape Coral lies on Florida's Gulf Coast was impacted by Hurricane Irma, the most powerful storm to make landfall in Florida in over 10 years.**

While the City did not suffer as much damage to homes as many other southern Florida communities, the storm's powerful winds downed trees and left debris throughout many neighborhoods and roads. In addition, the City suffered major damage to its canal system and seawalls.

The City activated Tetra Tech under a pre-positioned contract to conduct disaster debris monitoring services. At peak, our team led nearly 30 local hires to monitor the debris removal process, utilizing our proprietary RecoveryTrac™ ADMS software. Additionally, our team provided data management and closeout support including reporting on special requests to assist the City with their FEMA reimbursement. In total, our team monitored the removal of well over 500,000 cubic yards of debris. This entailed 364,000 cubic yards of right-of-way debris and 164,000 cubic yards of waterway debris. Our project management team continues to assist the City with its long-term recovery.

Project duration: **September 2017 – February 2018** Completion (Anticipated) Date: **February 2018**

Size of project: **500,000 cubic yards** Cost of project: **\$1,788,336**

Work for which staff was responsible: **debris monitoring, data management, closeout support**

Contract Type: **Pre-positioned contract**

The results/deliverables of the project: **Disaster debris monitoring, project closeout**

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **Polk County, Florida**

Address: **300 Sheffield Road**

City/State/Zip: **Winter Haven, FL 33880**

Contact Name: **Jay M. Jarvis, P.E.** Title: **Director, Roads & Drainage Division**

E-Mail Address: **JayJarvis@polk-county.net**

Telephone: **(863) 535-2200** Fax: **(863) 534-7339**

Project Information:

Name and location of the project: **Disaster Debris Program Management - Hurricane Irma, Polk County, FL**

Nature of the firm's responsibility on the project: **Polk County's location near the center of peninsular Florida put its residents directly in the path of Hurricane Irma. Thankfully, Irma had significantly weakened by the time it impacted the County, being downgraded to a Category 2 storm after making landfall in south Florida. Still, residents experienced significant destruction as a result of the storm, with nearly 20,000 homes and businesses suffering some kind of structural damage and many more without power.**

The County activated Tetra Tech under a pre-positioned contract to conduct disaster debris monitoring services. Our staff was available to the County both prior to and immediately after the storm passed, whereupon a dedicated team began the hiring and ramp-up process. At peak operations, 153 debris local personnel were hired to monitor the debris removal process throughout the County. Along with the 2,000,000+ yards of debris monitored by Tetra Tech, our team also monitored the eligible removal of over 30,000 dangerous hanging limbs and leaning trees. The comprehensive services performed by Tetra Tech include right-of-way debris removal; processing, site management and haul-out; private road and gated community debris removal; and leaner, hanger and stump removal.

In addition, Tetra Tech was instrumental in coordinating and separating the debris removal from both public and private roads in 15 County municipalities as well as the management of 13 temporary disposal locations. Currently, our team is working with County officials to segregate cost allocations to these 15 municipalities.

Project duration: **September 2017 - Ongoing** Completion (Anticipated) Date: **2018**

Size of project: **2,269,197 CY of Debris** Cost of project: **\$6,190,877**

Work for which staff was responsible: **Disaster debris monitoring services, debris segregation and cost allocation, data management**

Contract Type: **Pre-positioned contract**

The results/deliverables of the project: **Removal of over 2M CY of debris, data management, reduction management, management of 13 temporary disposal locations**